

Minutes
July 25, 2023

Attendees Present

Mary Beth Muldowney, Susan Nickle, Matthew Woelfle, Pam Czarniak, Terri Sutherland, Jason Hammond, Sara Marsowicz and Bev Sutton.

Attendees Absent

Mary Beth Muldowney presided. Called to order at 4:20 p.m.

On motions duly made and seconded (names of those making and seconding the motions follow each) the following were adopted:

RESOLVED: Minutes of the June meeting were approved (S. Marsowicz; M. Woelfle)

Children's Room Report

Submitted and reviewed by Pam Czarniak.

Director's Report

Submitted and reviewed by Jason Hammond.

Old Business

- DRI Interest Project Form-application was submitted on 07/17/23. The next meeting will be held on 07/25/23, 6 pm at the Tech Incubator.
- Monthly Planning-the design services proposal submitted by Sara E, Interior Designer will be reread and discussed at a future meeting.

New Business

1. Trustee Appointment - Signed oaths by Mary Beth Muldowney and Terri Sutherland must be completed/notarized. Also, all trustees must complete/return Conflict of Interest forms.
 - Trustee Roles Assigned - President-Mary Beth Muldowney (S. Marsowicz; S. Nickle); VP of Finance-Sara Marsowicz (S. Nickle; M. Muldowney); Treasurer-Bev Sutton;VP-Matthew Woelfle (M. Muldowney; S. Marsowicz); Secretary-Susan Nickle (S. Marsowicz; M. Woelfle); Trustee-Terri Sutherland
 - Director, Treasurer, Mary Beth Muldowney & Sara Marsowicz are authorized check signers and will update information at Lake Shore Savings Bank.
 - Discuss/Establish the collateral agreement prior to JMA audit.
2. Policy Updates-Conflict of Interest discussed regarding changes/revisions for the upcoming year. Also, Board Bylaws were reviewed and changes were made. Jason will update the bylaws, have Jan approve so board can vote on them at August meeting.

3. Thanks and Acknowledgements- made to the Marauder Trotter Class of 1989 for the \$655 donation; Patricia Dolce for the donation of her signed, new book which she also graciously read at a recent story time and to Mary Beth & Kevin Muldowney and Matt Woelfle for their time with sprucing up the library grounds.

Also, a “shout out” was given to Jason for his work in getting the DRI Project form submitted prior to his vacation.

4. A suggestion was made that the library staff begin wearing identification. Jason will explore.
5. Jan’s Monthly Plan-New trustee’s oaths signed/filed in Mayville, and all trustees need to update Conflict of Interest forms.

Financial info to be sent to the auditor, but we are waiting on Denise V. @ JMA to provide a document list.

Lastly, the new budget amount of \$450,000 was confirmed by Deb McAvoy, school business mgr. on 07/19/23.

Next meeting scheduled for August 22, 2023 has been changed to August 29, 2023 because of scheduling conflicts.

S. Marsowicz and T. Sutherland motioned for the meeting to be adjourned at 5:24 pm.

Respectfully submitted by,
Susan Nickle, Secretary