

(draft of the Minutes of the January 17,2024 meeting of the Chemung County Library District Board of Trustees. Document #2024-4)

The meeting was called to order at 6:00 pm by President Rachel Dworkin. Present Mr. Kevin Hansen, Mr. Mark Padgett, Ms. Penny Appenzellar, Ms. Lee Saginario, Ms. Jessica Roberts, Ms. Martha Smith, Ms. Judith Elston, Mr. Wayne Adams, Ms. Muriel Friend, Ms. Crystal Gullo-Buzzetti, Ms. Laurie Garner, Ms. Karen Snyder, and Ms. Pat Kinney. Excused: Mr. Karl Schwesinger. Also present were Ms. Holly Melott and Mr. Paul Chapman on behalf of the Library District's Administration.

Newly elected and re-elected members were sworn into office. All members introduced themselves.

Ms. Gullo-Buzzetti moved, seconded by Mr. Adams, that the following slate of officers be assigned for 2024: Ms. Rachel Dworkin – President, Mr. Mark Padgett – Vice President, Ms. Martha Smith – Secretary, Ms. Jessica Roberts – Treasurer. VOTE: Unanimously Approved.

Minutes. The minutes of the December 21, 2023 meeting (Document #2023-72) were presented for board review. Mr. Mark Padgett moved that the December Board minutes be approved as presented, seconded by Mr. Adams. **VOTE: Unanimously Approved.**

Financial Report. The December 2023 Financial Report was presented for board review. Mr. Adams moved, seconded by Ms. Friend, to approve the December Financial Report as presented. **VOTE: Unanimously Approved.**

Report of Unpaid Bills. Ms. Gullo-Buzzetti moved, seconded by Mr. Hansen, that the board authorize the payment of the unpaid bills dated 01/17/2024 for the General Fund - \$91,347.11 and \$171.60 for the CBA fund. **VOTE: Unanimously Approved.**

Correspondence

President's Report:

- Ms. Dworkin welcomed and extended gratitude to members for their service
- An overview of each committee was presented. Members were instructed to choose a committee to serve on in the coming year
- Ms. Dworkin presented a letter for board approval. She is requesting that the county board of elections resume trustee election services in November 2024.

Director's Report:

Mr. Chapman reported on the following:

- The West Elmira restroom renovation project has been completed.
- He and Ms. Melott continue to meet with financial consultants, Nancy Kirby and Regina Hill. Proposed dates for board training with Ms. Kirby will be sent via email.
- HVAC updates are needed at each of the branches. He is working with Essential Constructs to get those underway.
- He has evaluated and prepared results from the community survey. That data will be instrumental in the final development of the 5 year plan. An additional meeting will be held with the strategic planning committee.

CONSENT ITEM: Mr. Padgett moved, seconded by Ms. Gullo-Buzzett, that the January Personnel Actions be approved as presented. VOTE: Unanimously Approved.

CONSENT ITEM: Ms. Appenzellar moved, seconded by Mr. Padgett, that the board enter executive session to discuss personnel issues. VOTE: Unanimously Approved.

CONSENT ITEM: Ms. Dworkin moved, seconded by Ms. Roberts, that the board exit executive session to discuss personnel issues. VOTE: Unanimously Approved.

Executive Committee. The report of the Executive Committee was presented in writing to the board (Document #2023-74)

Budget & Finance Committee. The report of the Budget & Finance Committee meeting was presented in writing to the board. (Document #2023-75)

Buildings & Grounds Committee. (Document #2023-76)

Personnel Committee.

Election & Continuity Committee.

Advocacy Committee.

Old Business.

New Business:

Public Expression.

Mr. Padgett moved, seconded by Mr. Adams to adjourn. VOTE: Unanimously Approved.

The next regular meeting of the board will be held on Thursday, February 15, 2024, at 6:00pm at the West Elmira Library.