

**Mendon Public Library Board of Trustees
Regular Meeting
Monday January 2, 2024, 7:00 PM
Mendon Public Library**

Approved

Present: Tom Ochsenhirt (Vice President), Alison Zero Jones (Treasurer), Katie Corey (Secretary), Nipa Armbruster, Tom Dooley, Alicia Zysman-Cromwell

Excused: Mary McCabe (President), Cynthia Carroll (Town Liaison)

Others present: Lyla Grills (Director), Emily Brincka (Recording Secretary)

Meeting was called to order at 7:00 PM by Tom Ochsenhirt.

Public Comment: None

Town Report: None

Approval of Minutes: (Tom Ochsenhirt)

Motion was made to approve the minutes from the December 4, 2023, Mendon Public Library Board of Trustees Meeting.

Motion: Tom Ochsenhirt Second: Alison Zero Jones Unanimously Approved

President's Report: None

Treasurer's Report: (Alison Zero Jones)

The Financial Report of the MPL Board of Trustees was distributed for the January 2, 2024, regular meeting, which included the end of year payment of claims for 2023. The Library's account transfers, vouchers, and deposits were reviewed, as well as the Board of Trustee's account balances, deposits, and payments.

Motion was made to approve vouchers 2023-12b-212 through 2023-12b-216 in the total amount of \$852.43.

Motion: Alison Zero Jones Second: Tom Dooley Unanimously Approved

Motion was made to approve vouchers 2024-01-01 through 2024-01-06 in the total amount of \$3,902.74.

Motion: Alison Zero Jones Second: Alicia Zysman-Cromwell Unanimously Approved

Motion was made to approve deposits to the MPL account from fines and copies of \$500.85.
Motion: Alison Zero Jones Second: Nipa Armbruster Unanimously Approved

Corresponding Secretary: Nothing to report.

Committee Reports

Budget: Nothing to report.

Policies: Nothing to report.

Long Range Planning: (Tom Dooley)

The committee met just before Christmas; recommend reconvening one more time to complete the questionnaire, and aim to get it out by February.

Director's Report: (Lyla Grills)

The Library Director's Report was distributed and reviewed. The following items were discussed:

- The library will be closed on Saturday, January 6 due to the National Grid planned power outage.
- MPL went Fine-Free for all materials on January 1.
- The Friends approved funding in 2024 for programs, hotspots, a *BookPage* subscription, and our fish aquarium maintenance.
- The library gingerbread decorations won a prize in the Village Contest.
- The Elephant and Piggie Meet & Greet was an enormous success drawing a large number of families into the library on Saturday and the evening parade was a ton of fun, too.
- Our Cozy Art Show 2.0 opening and reception is on Monday, January 15 Martin Luther King Day, and will include a bookmark making program, Kiwanis cocoa bar, music, and general art appreciation. The library is thankful to the Friends of the Mendon Public Library and the Kiwanis for their support of this event.

OLD BUSINESS:

2023 Grant Reports: (Lyla Grills)

The FFRPL Annual Grant Report for 2024 was presented for approval by the Board.

Motion was made to approve the FFRPL Annual Grant Report for 2024 as written.

Motion: Tom Ochsenhirt Second: Tom Dooley Unanimously Approved

NEW BUSINESS:

Approve 2024 M&T Bank signatories: (Lyla Grills)

Alison should be kept on as a signatory as Treasurer for 2024 and Mary should be added as a signatory as the new President for 2024.

Motion was made to approve the bank signatory assignments.

Motion: Tom Ochsenhirt Second: Alicia Zysman-Cromwell Unanimously Approved

Review and approve committees and assignments: (Lyla Grills)

The Board agreed to table this business until all officers are present.

Approve the prepayment of contractual expenses: (Lyla Grills)

Motion was made to approve prepayment of contractual expenses in 2024.

Motion: Tom Ochsenhirt Second: Alicia Zysman-Cromwell Unanimously Approved

Approve the 2024 mileage reimbursement rate: (Lyla Grills)

The IRS 2024 mileage reimbursement rate is set at of \$0.67/mile.

Motion was made to approve the 2024 IRS mileage reimbursement rate of \$0.67/mile.

Motion: Tom Ochsenhirt Second: Alison Zero Jones Unanimously Approved

Grant-in-Aid Project: (Lyla Grills)

Lyla reported receiving the grant check today from Assembly Member Lundsford. The targeted areas for the library are a teen corner, computer furniture, and AV equipment. Lyla will meet with design professionals for ideas and estimates this week, both of who use NY State contract pricing. Trustee and staff involvement is welcome. Lyla will be conferring with other MCLS management that have done similar projects. The check will formally be presented to the Board for acceptance at the next meeting.

Trustees sign Conflict of Interest Statement: (Lyla Grills)

Lyla requested each of the Trustees sign the 2024 Conflict of Interest Statement and return it to her.

Lyla reported she will be away January 9 -16. Kelly Paganelli will act as library contact during her absence.

Tom Dooley suggested rescheduling the Board meeting on July 1st due to holiday travel. There are other events around that time that might need consideration such as the HFL graduation on June 27. The group agreed to address this later in the year as summer schedules are better known.

Public Comment: None

Next meeting: Monday, February 5 at 7:00 PM at Mendon Public Library

Motion was made at 7:50 PM to adjourn.

Motion: Tom Ochsenhirt Second: Nipa Armbruster Unanimously Approved