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**BOARD OF TRUSTEES**  
**Regular Meeting**  
**Monday, February 12, 2024, 6:00pm**

**Meeting Minutes**

Present: Wendy Reeve, President; Bob McCaughey, Treasurer; Barbara Best, Secretary; Justin Cobis, Rosemary Winters, Library Director; via Zoom: Sue Given  
Absent: Kathy Perretta, Vice President; Helen Corso

1. Call to Order, President Wendy Reeve  
As a quorum was present, the meeting was called to order at 6:00 p.m.
2. Adoption of the Agenda  
A motion to adopt the agenda was made by Barbara Best. The vote was unanimous in favor.
3. Public Expression  
There was no public expression.
4. Approval of January 22, 2023 Minutes, Secretary, Barbara Best  
A motion was made by Wendy Reeve to approve the January 22, 2023 minutes. The vote was unanimous in favor.
5. Financial Reports, Director Rosemary Winters
  - a. Review of Treasurer's Report  
The Treasurer's report for January, 2023 was reviewed and discussed by the trustees.
  - b. Review of Multi-Fund Report  
The Multi-Fund report for January, 2023 was reviewed and discussed by the trustees.
  - c. Approval of General Fund Warrant  
The General Fund Warrant was reviewed and discussed by the Trustees. A motion to approve the General Fund Warrant dated February 12, 2024 was made by Bob McCaughey. The vote was unanimous in favor.
  - d. Approval of the Capital Fund Warrant  
The Capital Fund Warrant was reviewed and discussed by the Trustees. A motion to approve the Capital Fund Warrant dated February 12, 2024 was made by Justin Cobis. The vote was unanimous in favor.

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e. Affirmation of Payroll

Gross Wages for January 5, 2024 were \$36,413.45.  
Employer Taxes for January 5, 2024 were \$10,150.41.

Gross Wages for January 19, 2024 were \$36,687.63.  
Employer Taxes for January 19, 2024 were \$10,237.64.

The motion to approve the payroll for the pay periods January 5 and 19 was made by Wendy Reeve. The vote was unanimous in favor.

6. Director's Report, Rosemary Winters

A motion to approve the Director's report dated February 12, 2024 was made by Barbara Best. The vote was unanimous in favor.

7. Personnel Report, Rosemary Winters

A motion to approve the Personnel report dated February 12, 2024 was made by Justin Cobis. The vote was unanimous in favor.

8. **Committee Reports** (Italicized Committees are currently inactive)

a. *Investment Committee, Wendy Reeve, Justin Cobis*

b. *Nominating Committee, Kathy Perretta, Sue Given*  
*Policy Committee, Wendy Reeve, Bob McCaughey, Helen Corso*

c. *Research & Development Committee, B. McCaughey, B. Best, K. Perretta, H. Corso, N. Molofsky*

d. Building & Grounds Committee, Barbara Best, Justin Cobis

The trustees discussed the B&G report which the Director submitted in advance of the meeting.

9. Old Business

a. Future Property Acquisition

The Director updated the trustees as follows: Drew Kolb's lawyer created a draft contract of sale. Michael Vigliotta, of Volz & Vigliotta, PLLC is reviewing the contract. At completion it will be presented to the Board.

10. New Business

a. Capital Project – Drain Replacement in Upper Parking Lot

A motion to approve drain replacement in the upper parking lot by Ratsey Construction in the amount of \$13,500.00 to be paid from the Capital Account was made by Wendy Reeve. The vote was unanimous in favor.



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11. Public Expression

There was no public expression.

12. Executive Session

A motion to enter Executive Session to discuss a personnel matter was made at 6:41 by Barbara Best. The vote was unanimous in favor.

A motion to exit the Executive Session was made at 6:54 by Wendy Reeve. The vote was unanimous in favor.

13. Adjournment

A motion to adjourn was made by Justin Cobis. The vote was unanimous in favor.  
The meeting adjourned 6:54 p.m.

Respectfully submitted,  
Barbara Best, Secretary  
Approved on: April 15, 2024

Next Trustee Meeting: Monday, April 15, 2024 at 6:00pm  
Upcoming Friends of the Library Meeting: Monday, March 11, 2024 at 3:00pm