

Honeoye Public Library Board of Trustee Meeting f...

**Honeoye Public Library Board of Trustees
Minutes for the Meeting of December 12, 2024**

Janelle Speca, Janet Dys, Thelma Mattice, Jen Manitone and Cynthia Langkamp.

Call to order - Meeting was called to order at 5:45 PM

Adoption of Agenda - Cynthia made a motion to approve the agenda, seconded by Thelma. Motion was passed unanimously.

Approval of prior meeting minutes - November - Thelma made the motion to approve minutes seconded by Janet. Motion was passed unanimously.

Period of Public Expression -

Treasurer's Report - Approve paid bills for November. Cynthia made a motion to approve paid bills, seconded by Jen. Motion made by Thelma to approve November financials, seconded by Jen. Motion was passed unanimously.

Old Business

Applied for Construction Aid through OWWL. Waiting on funds.

Continued Education - Information Lifecycle 8/26/24 - 12/15/24.

Waiting on grades. New semester begins January 22, 2025.

Honeoye Valley Painting - Keeping this painting for our local artist collection.

Programs:

Storytime with Santa - Approximately 57 people attended. Thank you Robin for taking the pictures. Will need volunteers to help next year. Bring your own camera to take pictures of your kids with Santa.

Holiday village displays - 1 participant

New Business:

Talk to the Town Supervisor of Richmond(Daryl Marshall) to confirm if they will be discontinuing benefits of the contract in 2025. Cynthia will email the Board of Trustees with results of the meeting with the Town Supervisor. This is in regards to Snow Removal, Lawn Cutting and use of town dumpster.

Snow Removal Quotes - We received two quotes. We will vote on which contract to go with at our next meeting.

From OWWL Systems - Written Notice of Pay Rate.

The question of pay rate notices came up recently.

Per the Wage Theft Prevention Act from April 9, 2011, employers must give written notice of wage rates to new hires and must give additional written notice any time the information in the notice is updated. **Written notices must be retained for 6 years.** New write notices do not need to be provided when pay rate increases, but do need to be provided if pay rate is reduced. Notices much include:

Rate or rates of pay, including overtime(if applicable);

How the employee is paid(i.e. by the hour, shift, day, week, commission, etc);

Regular Payday

Official name of the employer and any other names used for business (DBA);

Address and Phone number of the employer's main office or principal location;

Allowances taken as part of the minimum wage(tips, meal and lodging deductions).

Policies:

Wireless Access Policy - no longer needed with Internet policy

Youth Policy - Optional Policy to review

Accident/Incident report

Customer Comment: Now the "Request for Reconsideration on Library Materials Policy"

First Amendment Audits and Protests in Libraries.
Collection Development - Books
Recording Policy

Next Trustee Meeting - January 8, 2025 @ 5:30.
Meeting adjourned at 7:20

Respectfully Submitted,

Cynthia Langkamp
Secretary