

Honeoye Public Library Board of Trustees

Minutes for the Meeting of April 9, 2025

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

Guests: Amy Force and Jered Maloney

Call to order - Meeting was called to order at 5:30 PM

Amy and Jered handed out information regarding 401k's and IRA's.

We are looking into the possibility of providing retirement savings for staff.

This is just the first step in the process. We would need to set guidelines for the Honeoye Public Library.

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

Approval of prior meeting minutes - Blake made the motion to accept the minutes from March, with noted corrections under the Treasurer's report that the financials were for January and February seconded by Janet. Motion was passed unanimously.

Period of Public Expression - We are glad the Honeoye Public Library has the support of our community.

Treasurer's Report - Cynthia made the motion to approve bills totaling \$6518.44 for March, seconded by Janet. Motion was passed unanimously. Blake made the motion to accept the financials for March, with expenses totaling \$15,216.90 seconded by Thelma. Motion was passed unanimously.

Old Business

Applied for Construction Aid through OWWL. Monies should be available to us in the fall.

Fleming will put in an order for the furnace and air conditioner when they receive a deposit from HPL.

Alliance - We are still experiencing a problem with our door. Alliance came back and removed the sweep, but the door is still sagging. Alliance has said we need to replace the door as soon as possible.

Josh Clark will be working on the lights next week. The cost is \$3000.

Motion light over back door has been fixed.

Continued Education:

Information Users and uses

Research Methods

New Business:

CNB - Amy Force and Jered Maloney

Overdraft Account - A separate account that the checking would pull from as a loan if there is a withdrawal that is greater than what we

currently have in the account. There is an annual fee and there is interest charged on any money that is loaned to our account until it is paid back in full. Business and Personal Overdrafts accounts are handled differently.

Alerts have been set up on Payroll and Checking Accounts so that We know when they are below \$500.00.

Amy has removed overdraft charges.

Parking - Looking to expand the parking lot.

Working with Scott from the Birdhouse about all the permits and legalities around the process.

Building Book - reviewing our building books when we added on the addition.

Sealing of the parking area. Jarosinski Brothers - \$1375.00.

Security Update - Our security system is obsolete.

Update Keypads - \$4000. Updating cameras/location/recording of cameras, alarming doors in the meeting room. \$8800.00.

Estimates for lawn care - Lawn cutting May through October 26 cuts - \$2080.00. Snow removal \$2520.00 - Total \$4600.00

Review Meeting Room Policy - Will review next month.

Trustee education - Tomorrow at 5:00 PM - We will have this in meeting room. Thelma, Janet, Cynthia and Jen.

We need to keep our legislature, Pam Helming, Claudia Tenney and Andrea Bailey up to date as to what our library is offering our community. What program we offer and what we would like to accomplish moving forward.

Front sign - Bob Sprague interested in helping - Cynthia

Next Trustee Meeting - May 8, 2025 @ 5:30.

Meeting adjourned at 7:05

Respectfully Submitted,

Cynthia Langkamp

Secretary