

TOWN OF GAINESVILLE PUBLIC LIBRARY
10 Church Street, Silver Springs, NY
October 9, 2023

The board meeting of [October 9, 2023](#) was called to order by Joyce Norman, Chairman at 6:02 p.m. and the roll call of those present taken.

Members present: Joyce Norman
Sue Randall
Mary Mann
Jane Stephens
Non-members: Dave Granger, Town Supervisor
Gregg Merrill, Library Liaison
Outside members: Kaitlyn De Jesus

A quorum of members was reached. The Pledge of Allegiance started the meeting.

Joyce Norman, Chairman: Please welcome Kaitlyn De Jesus as our newest Library Board Trustee.

The secretary read the September minutes; an error was recognized within the minutes. A motion was made by Jane Stephens, seconded by Sue Randall to accept to accept the minutes as corrected with name of Becky Mann in the training portion. The motion was carried. Yes ALL No NONE Abstained NONE

DAVID GRANGER, TOWN SUPERVISOR: The sidewalk work has been started by the Village of Silver Springs; it was necessary to include the entry walk with the Church Street section.

The vent cover vent has been replaced hopefully blocking the squirrel from further entry.

The NYS audit will be requesting a copy of library members taking the Sexual Harassment training, please send a copy to me.

A letter covering the employment of Quay Shutt and Board member Kaitlyn DeJesus needs be sent to the Town.

GREGG MERRILL, LIBRARY LIAISON: All issues at this time have been covered by the Supervisor.

BECKY MANN, LIBRARY DIRECTOR: The vouchers to be presented total \$1,562.70, this includes a new vendor of supplies, Brodart.

The circulation for the previous month was 508.

A vacuum has not been purchased as it started after a period of refusal and has become a matter of wait and see.

Still confusion in the actual acquisition of a SAM Registration number; other Library Directors unable to help as are Ron Kirsop and Suzanne Macaulay of OWWL; the Library does have a Unique Entry ID.

A check of \$10,125.00 for the 2023 Construction Grant of \$11,250.00 has been received and given to the Treasurer.

Two programs sponsored by a Wyoming Foundation Grant are scheduled, [October 19th](#) and [November 18th](#).

Miss Laurie Reads is set for [October 21st](#) at the Library starting at 7 p.m..

The Halloween 2023 Celebration is Tuesday, [October 31st](#).

SUE RANDALL, TREASURER: A motion was made by Joyce Norman, seconded by Jane Stephens to accept the vouchers of \$1,562.70

as presented. The motion was carried. Yes ALL No NONE Abstained NONE

The Petty Cash and Cash drawer holdings were presented for verification. A motion made by Mary Mann, seconded by Jane Stephens to accept the verification as correct. The motion was carried. Yes ALL No NONE Abstained NONE

Sue Randall verified the deposit amount to be made as \$10,165.00 to be correct. A motion was made by Jane Stephens, seconded by Mary Mann to accept confirmation of the deposit, motion carried. Yes ALL No NONE Abstained NONE

JOYCE NORMAN, CHAIRMAN: Met with two businesses for discussion of payroll, billing. A motion made by Jane Stephens, seconded by

Sue Randall to meet with a lawyer to discuss procedures to follow. Motion carried. Yes ALL No NONE Abstained NONE

Confirmation of attendees [September 18th](#) to be sent to Town Supervisor.

Sue Randall did not attend but will attend a Zoom session on [October 17th](#) to meet NYS requirement of training.

Email approval received by the Director for the EAP Program via OWWL. Motion made by Sue Randall, seconded by Jane Stephens to accept the EAP Program via OWWL and make payment when due. Motion Carried Yes ALL No NONE

Required Budget meeting is set for [October 30th](#) at 1 p.m.; copies have been passed out to study, ready to discuss and vote.

Motion made by Sue Randall, seconded by Jane Stephens to adjourn at 7:25 p.m.

NEXT BOARD MEETING: **NOVEMBER 13, 2023 AT 6 P.M. ***** BUDGET MEETING: OCTOBER 30TH AT 1 P.M.*******

Respectfully submitted,

Mary Mann, Secretary