

Walworth-Seely Public Library
Board of Trustees Meeting
July 13, 2023
APPROVED

- I. Call to Order: Meeting was called to order at 6:33 pm by President Jessica Vance
- II. Roll Call/Attendance
 - i. Library Trustees Present: President Jessica Vance; Secretary Drew Britt; Trustee Sondra Rutkowski; and Vice-President Dave Teetsel
 - ii. Library Trustees Absent: Finance Officer Anne Culver who was excused due to a scheduling conflict
 - iii. Library Staff Present: Library Director Anne Brown and Library Assistant Bernie Maurer
 - iv. Others Present: Town Councilwoman and Liaison to the Library Amber Linson
 - v. Others Absent: Friends of WSPL President Linda Knight
- III. Adoption of current meeting agenda

MOTION: Trustee Teetsel motioned to approve the current agenda of the July 13, 2023. Seconded by Trustee Britt. Motion carried.

YES: 4/4: Trustee Vance, Trustee Rutkowski, Trustee Teetsel and Trustee Britt
NO: 0

- IV. Approval of prior meeting minutes of June 22, 2023 as presented

MOTION: Trustee Britt motioned to approve the minutes of the June 22, 2023 Board Meeting as presented. Seconded by Trustee Teetsel. Motion carried.

YES: 4/4: Trustee Vance, Trustee Rutkowski, Trustee Teetsel and Trustee Britt
NO: 0

- I. Period of Public Expression- NA
- II. Friends of the WSPL report (Friend's President Linda Knight) NA
- III. Town Board Liaison Report (Councilwoman Amber Linson)
 - a. Budget season is coming up. Councilwoman Linson will request that the Comptroller send a request for the library budget for 2024.
 - b. Discussion about the 414 petition and strategies to collect the last 100+ signatures needed to get on the ballot ensued. Councilwoman Linson will assist in gathering some signatures.
 - c. Assistant Maurer reported that she has attempted to contact the Cornell Cooperative Extension and a couple of Scout Masters about the Community

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Garden but has had no responses. Councilwoman Linson will email Scout Master John Albright regarding this matter.

- IV. Library Director's Report (Anne Brown) (see attached)
- V. Secretary's Report – (Trustee Britt) - NA
- VI. Committee Reports
 - a. Financial Committee:
 - i. Presentation of Monthly Budget Summary- Report of receipts, disbursements and bank reconciliations for June 2023

MOTION: Trustee Teetsel motioned to accept the reports of receipts, disbursements, and bank reconciliations for June 2023. Seconded by Trustee Britt. Motion carried.

YES: 4/4: Trustee Vance, Trustee Rutkowski, Trustee Teetsel and Trustee Britt
NO: 0

- ii. Approval of June 2023 vouchers

MOTION: Trustee Britt motioned to approve the 30 pre-paid vouchers for June 2023 in the amount of \$6,646.99 as described on the prepared abstract. Seconded by Trustee Rutkowski. Motion carried.

YES: 4/4: Trustee Vance, Trustee Rutkowski, Trustee Teetsel and Trustee Britt
NO: 0

- iii. The August 2023 Finance Meeting will be held on Thursday, August 3, 2023 at 11:30 am.

- b. Policy Committee (Trustee Rutkowski)
 - i. Review of the WSPL Bylaws
 - 1. Trustees will have 1 month to present feedback prior to voting/approving the Bylaws in August.
 - c. Personnel Committee (Trustee Teetsel) –
 - d. Strategic Planning Committee (Trustee Britt)
 - 1. The Community Survey has been posted and advertised. Responses are requested by July 24th.

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2. Trustee Britt requested 100 copies which he will deliver to local businesses.
3. A “Did You Know” posting was suggested to let residents know what is available/offered by the Walworth-Seely Public Library.
4. Trustees Teetsel and Rutkowski offered to do an educational push at the Ginegaw Market.

ii. Sustainable Funding Committee (Trustee Vance)

1. Petition Update
 - a. Have collected about 329 signatures so far.
 - b. Trustee Britt will be outside the building prior to children’s programs the week of July 17th to try to capture more signatures on the petition
 - c. Walking the neighborhoods is needed

11) Old Business –

- i) Trustee Teetsel sent out an email to all Board Members regarding Trustee Training opportunities to fulfill the annual training requirement.

12) New Business - NA

Adjournment

MOTION: Trustee Britt motioned to adjourn the meeting at 8:06 pm. Seconded by Trustee Rutkowski. Motion carried.

YES: 4/4: Trustee Vance, Trustee Rutkowski, Trustee Teetsel and Trustee Britt

NO: 0

IMPORTANT DATES:

- A Special Board Meeting will be held Monday, July 24th at 4:00 pm to approve the collected signatures before they are submitted to the Walworth Town Clerk for verification.
- August Finance Committee meeting will be held on Thursday, August 3, 2023 at 11:30 am
- Summer Reading Finale is Saturday, August 12th from 11:00 am – 1:00 pm

The next regular Board Meeting will be Thursday, August 10, 2023 at 6:30 pm