

**Stevens Memorial Community Library**  
**Minutes of the Board of Trustees**  
**April 3, 2023**

The April meeting of the Board of Trustees was held In Person at the Library, at 6:00 PM. President Janis Hempel called the meeting to order at 6:03 PM. Also present were: Jennifer Wilkinson, Sandy Eck, Frank White (treasurer), Monica Finnigan, and Lori Kubik. Mike Morse, Barb Helak, and Karen Rosolowski was absent.

We did pledge to the flag. After we reviewed the agenda, Sandy made a motion to approve it, which was seconded by Lori and carried. Sandy made a motion to approve the March, 2023 minutes, which was seconded by Janis and carried.

We reviewed the past month's expenditures and discussed the Treasurer Report.

- ! 3% increase in the budget is proposed. Major increase is the cost increase for employees due to the increase in minimum wage. If NYS bumps it even higher then the \$15 that is proposed (as they are discussing \$17.25, a 25% increase!) so we are planning the best we can.
- ! Memorial Fund – if we use some funds there for a CD that would generate some revenue to keep the budget down
- ! Sandy makes a motion that \$100,000 of the memorial fund be put into a CD with 5% interest or more, seconded by Lori and carried.

Jen made a motion to accept treasurer's report and expenditures and approve them, which was seconded by Janis and carried.

**Director's report.** There is no official report to attach. Monica updated that Karen had communicated that the Library should participate in Founder's Day and that Monica should attend the Zoom meeting for the New Search System for OOWL.

**Under Old Business,**

- a. Budget Report. – done above
- b. New Hires – Reception? – Board will provide a reception for all employees as part of the May 8, 2023 meeting. Jen to make invitations, Sandy to coordinate the food, etc.

**Under New Business,**

- a. Board Presidency Change – part of the annual meeting that follows the regular meeting
- b. Attorney Update

For Public Comments, no comments.

Jen made a motion to adjourn at 6:55 PM, seconded by Lori, carried. The next meeting will be held on May 8, 2023 at 6:00pm in the Library.

The Annual Meeting Followed the Regular Board Meeting.

Respectfully submitted,  
Jennifer M. Wilkinson, Secretary

**ANNUAL 2023 MEETING**

April 3, 2023 at 7:00 PM

Call to Order: 7:01 PM

The April 2023 **Annual** meeting of the Board of Trustees was held In Person at the Library, at 7:00 PM. Present were: Janis Hempel, Jennifer Wilkinson, Sandy Eck, Frank White (treasurer), Monica Finnigan, and Lori Kubik. Mike Morse, Barb Helak and Karen Rosolowski were absent.

**Director's Annual report** (No year in review Annual Report this year due to director situation).

**New Business,**

- a. Election of Officers  
Nominations were called and seconded, accepted, and carried.  
President – Sandy Eck (we need to add Sandy to bank account for authorization to sign checks)  
VP – Janis Hempel  
Secretary – Jennifer Wilkinson  
Treasurer – Frank White
- b. Budget Discussion - Approval of Budget  
Jen moved to approve the budget, Sandy seconded, and the budget was carried  
We will draft a letter sending to the school  
(It was an increase of 3% over last year)
- c. Board Member Petition – for Barb - has been filled out and will also be submitted to the school
- d. Salute to Monica for extraordinary service during a very difficult and unpredictable year

For Public Comments, no comments.

Jen made a motion to adjourn at 7:22 PM, seconded by Lori, carried.

Respectfully submitted,  
Jennifer M. Wilkinson, Secretary