

Caledonia Library Association, Inc.

Board Meeting Minutes

Tuesday, October 29th, 2024, 6:00PM

Caledonia Library, Caledonia, NY

Caledonia Board Members Present:

Christopher Harris, Joanie Robinson, Amy Kreckler, Gail Milner, Karen Yorks, Vickie Schneider, Veronica Callan, Dallas Miller

No Community Members were present.

Call to Order:

Gail Milner called the meeting to order at 6:09 pm

Approval of the Minutes from September 24th, 2024

- The names of Mark Tucci and Mark Riggi are swapped
- **“Motion 05:** Joanie motioned for the library to order both computers via Tech Soup for approximately \$1500. Vicki Schneider seconded and the motion was unanimously approved.”
- Tech Soup corrected to OWWL
- **“Motion 07:** Veronica motioned for the Director to use Renate’s excel sheet with the library hours on the sheet now removed and that the sheet will be used by all employees to fill in time in and time out. Vicki Schneider seconded. All in favor except Christopher Harris was opposed. Chris believes the boards directive should be tool agnostic and does not want to require a specific tool.”
- Christopher was not in favor.

Motion 01: Karen Yorks motioned to approve the corrected September 24th, 2024, regular meeting minutes. Amy Kreckler seconded, and the motion was approved.

Directors Report

Renate Goff presented the directors report. There were a higher number of new adult patrons with twenty-two new ones. We are getting about ten preschoolers for Storytime.

Motion 02: Dallas Miller motioned to approve the Directors Report. Vickie Schneider seconded, and the motion was unanimously approved.

Treasurers Report

Karen Yorks emailed the Cash Activity Reports, List of Bills Paid and Budget YTD to the board members.

The operating account is at \$64K, building account is at \$4372 and we are making the payments to Rhett. Gail spoke about Suzanne and if she has looked over our final report on our grant but has not heard back.

Motion 03: Dallas Miller motioned Gail to call Suzanne tomorrow and if we get nothing back to as advice, in two weeks Gail will submit the final report regardless. Amy Kreckler seconded, and the motion was unanimously approved.

Karen Yorks talked about the \$4500 due to Labella and it was an administrative charge for construction administration.

Motion 04: Christopher Harris motioned to approve the Cash Activity Reports, List of Bills Paid and Budget YTD. Vicki Schneider seconded and the motion was unanimously approved.

Fundraising – Vicki – Some of the calendars have been sold but the flyer for the donation tree “Golden Leaf Program” is not updated yet to be included with the calendar. We had a conversation about the money or checks for the Golden Leaf Program and that Renate will them and keep them in a file to be deposited. Gail will speak with Mark Miller about the program.

New Business – Tax Cap Resolution

Motion 05: Vickie Schneider motioned - Whereas, the adoption of the 2025 budget for the Caledonia Library Association may require a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and

Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it

Resolved, that the Board of Trustees of the Caledonia Library Association voted and approved to exceed the tax levy limit for 2025 by at least the sixty percent of the board of trustees as required by state law on October 29th 2025. Joanie Robinson seconded and the motion was unanimously approved.

Piano Donation

Kathy Estabrooks wants to donate a piano to the library. Christopher Harris asked about the libraries Collection Development Policy and said that it would fall under the discretion of the director for accepting donations. Renate Goff said she is not sure about the level of noise that may be involved and with gifts that have family value either getting damaged or not used in the way the person donating it may have imagined.

Motion 06: Joanie Robinson motioned for Gail to call Kathy Estabrooks to respectfully decline the gift of the piano. Vicki Schneider seconded and the motion was unanimously approved.

Motion 07: motioned to review the collection development policy in regards to donations. seconded, and the motion was unanimously approved.

Fire Drill Training – Veronica requested it on the agenda. There should be something in the handbook about fire drill training and detailing our procedure.

Motion 08: Vicki Schneider motioned for Renate to contact the fire alarm installers to determine if they need to come in and look at the system. Joanie Robinson seconded and the motion unanimously passed.

Renate said she has spoken with the fire chief of Caledonia about our system and has spoken with Dallas about marking all the shutoffs in the building.

Used Book Discussion – Veronica spoke about how it is a lot of work to bring them out for sales once per year and can we have them in the community room to have them for sale year-round. We could have signs for a donation box that would not require the Director to interact with the money, as a suggestion. Renate passed out some communications she has had with other libraries about this and from Ron Kirsop. This was tabled until the next meeting.

Insurance – Mike Tucci is suggesting we switch insurance. We have Erie Niagara now and Mike is recommending we switch to Utica National. Our policy with Erie Niagara ends on Tuesday.

Motion 09: Joanie Robinson motioned for Gail to sign with Mike Tucci for us to use Utica National. Amy Krecker seconded and the motion unanimously passed.

Dick Thomas – Dick Thomas had sent his resignation letter.

Motion 10: Karen Yorks motioned to accept Dick Thomas's resignation letter. Amy Krecker seconded and the motion unanimously passed.

Evaluations

Gail – This is the end of October and we normally do evaluations for the board and Renate. Gail said she will send out the forms so we can review them this month and go over it next month.

December Meeting

Since the December meeting will be on Christmas Eve, we are tentatively looking at moving it up a week to the 17th.

Meeting Room

We now have a meeting room policy but do not have meeting room reservation policy request form yet. With the policy however, Renate can take reservations for the meeting room.

Adjournment

Motion 11: Joanie Robinson motioned to adjourn the meeting at 7:27. Amy Kreckler seconded and the motion was unanimously approved.

Dallas M. Miller

To be submitted at the next scheduled board meeting on November 26th, 2024.