

**Seymour Public Library District**  
**Board of Trustees Meeting**  
**Date: 8/27/2024**

Trustees Present: Cindy Baney, Mike McCole, Debbie Daloia, Kim Schulze, Bill Foster, Lynda DeOrio, Meg Vanek, Nancy Karpinski, Clyde Howard.

Staff Present: Lisa Carr, Dixie Warner-Webert, Dori Gottschalk-Fielding

Agenda Item	Description	Discussion	Action Taken/Next Steps
1	Welcome & Call to Order		Clyde Howard
2	Adoption of Agenda		Agenda was adopted with no changes on a motion by Debbie Daloia seconded by Cindy Baney, motion passed unanimously.
3	Public Comment	none	
4	Approval of Consent Agenda	Consent Agenda includes: <ul style="list-style-type: none"> <li>● Minutes of the SLPD July 23, 2024 meeting</li> <li>● August 2024 Library Report</li> <li>● Committee reports               <ul style="list-style-type: none"> <li>○ Board Governance 8/8/24</li> <li>○ Finance 8/19/24</li> </ul> </li> </ul>	The Consent Agenda was approved unanimously on a motion by Meg Vanek, seconded by Bill Foster.
<b>Action Items</b>			
5	July 2024 Financial Statements		Financial Statements for July 2024 were approved unanimously on a motion by Lynda DeOrio, seconded by Cindy Baney.
6	July Claims		Claims for July 2024 were approved unanimously on a motion by Kim Schulze, seconded by Mile McCole.
.	Proposed 2025 Operating Budget	Proposed budget includes a \$68,250 increase to the tax levy. This increase covers increased costs, deferred expenses (from our austerity budget this year), the first COLA for staff since 2020 and will add funds to a capital reserve in anticipation of maintenance expenses.	Motion to approve the 2025 Operating Budget by Mike McCole, seconded by Meg Vanek, passed unanimously.
	Approval of appointment Jill Hand	Librarian 1, Full Time	Motion to approve appointment of Jill Hand to Librarian 1 by Mike McCole, second by Kim Schulze, approved unanimously.
	Approval of second full time Senior Library Associate position	Lisa has submitted a New Position Duties statement to Cayuga County Civil Service for consideration at their September meeting.	Motion to approve second Senior Library Associate by Debbie Daloia, seconded by Lynda DeOrio. Approved unanimously
	Policy Review	Policy on Expressing Breast Milk in the Workplace	Approved unanimously on a motion by Meg Vanek, seconded by Cindy Baney/Nancy Karpinski.

Discussion Items		
	Election	Legal ad 9/3, trustee petitions due by 9/17, info session 9/4, public hearing 10/2
	2024-25 Organizational Chart	<p>Lisa shared a new organization chart that shows Programming/Outreach as a department.</p> <ul style="list-style-type: none"> <li>• The Family Space is no longer a department and is considered a service point under Library Experiences.</li> <li>• The staff under Library Experiences will now report to Olivia and Bill (Senior Library Associates).</li> <li>• Dori's position (Director of Development) has moved to Administration. Lisa and Dori are discussing where the History Discovery Center should reside in the future (probably split between Reader &amp; Information Services and Programming/Outreach).</li> <li>• Facilities is now listed as a separate department, still reporting to Lisa.</li> <li>• Technology is not included in this chart but is something Lisa is looking at for the future.</li> </ul>
	Friends of Seymour Library	Lynda DeOrio reported that the Book Nook has garnered \$600+. The Friends plan to participate in First Friday to encourage book sales/donations.
	New Business	Strategic plan on agenda for next meeting

The meeting adjourned at 5:30 pm on a motion by Meg Vanek, seconded by Mike McCole, passed unanimously.

Next Regular Board of Trustees Meeting: 9/24/24

Respectfully Submitted,  
Cindy Baney, Secretary