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***Board Meeting Agenda June 20, 2023***

**Call to order**

**Roll call**

**The following persons were present:**

**I. Pledge of Allegiance**

**II. Adoption of agenda\***

**\*Motion & vote to adopt agenda**

**III. Approval of prior meeting minutes\***

**\*Motion and vote to approve the minutes**

**IV. Suggested Code of Conduct for this meeting**

1. **Recognized by chair**
2. **Time limit to express opinion**
3. **Freedom from interruptions**
4. **Speaking to and about each other with respect**

**V. Period for public comments - 30 minutes/2 per individual**

**A. Review abridged Privilege of the Floor**

**i. Stand, move to the front of the room, address the board as a whole**

**ii. Questions may be asked. If the answer to the question is not immediately available, research will be undertaken and a written response provided a the earliest opportunity**

**VI. Treasurer/Finance Officer\***

1. **June**
   1. **Receipt of May reports acknowledged and filed for audit**
   2. **Warrants**
   3. **Presentation of Cash Flow**

**\*Motion and vote to approve the warrants**

**VII. Director’s Report**

Programming

* Calendars completed through August
* Summer reading ready to go
* June 24th Community Picnic
* Summer kick off July 8th

Collection Development

* Policy
* Starting fiscal year orders 2023-2024

Building and Maintenance

* Implementation of CCTV inside library
* Awaiting quotes
* Back garden area reshaped and grass put in (sometime in August after summer reading)

**X. Old Business (unresolved)**

1. **Disability Insurance NYSI**
   1. **Update on penalty – report on Pat’s phone call to insurance company**
2. **Northeast insulation quote and price-break**
   1. **Review of quotes**
   2. **Questions regarding process of obtaining quotes**
3. **Purchasing policy**
   1. **Review policy as vetted and amended by attorney**
   2. **Shelving bid FOIL requests and compliance**
4. **Other policies**
   1. **RFPL Inclusion policy**
   2. **FOIL policy**
5. **Budget for 2023-2024 Fiscal year, beginning July 2023**
   1. **Discussion**
   2. **Vote (?)**
6. **Policy updates to reflect library re-charter of 5/04/2020**
   1. **Sara indicates they have been approved**
7. **Holding next election at the library – volunteer to research cost and process**
8. **Selection of firm for financial audit**
   1. **RFP under review by attorney**
   2. **Review of firms listed by Sara**
   3. **Moving ahead? When RFP is approved, contacting those firms?**

**XI. New Business**

1. **Green Jobs Green NY Energy Study Report Recommendations**
   1. **Lighting retrofit ($3,735)**
   2. **Insulation of Domestic Hot Water Pipes ($171.00)**
2. **Hiring a treasurer**
   1. **Part-time**
   2. **Will report to the board**
   3. **Allows board treasurer to offer oversight, but relieves him/her of the more time-consuming tasks**
   4. **Suggestion for locating appropriate interested individuals**
3. **Board protocols**
   1. **Meeting code of conduct**
   2. **SALS training – facilitated meeting report**
4. **Library security**
   1. **Interior CCTV monitors**
   2. **Links to security system (Mahoney?)**

**XIII. Date of future Board Meeting: Tuesday, July 18, 6:30 p.m.**

**XIV. Other business**

**XV. Executive Session**

**XVI. Adjournment**