

**Wallkill Public Library
Board of Trustees Meeting
December 5, 2022**

President Todd Craner called the meeting to order at 7:07

Present: *Larissa Burke, Todd Craner, Susan Burhans Haldeman, Lisa Palmer, Camille Reid, Stan Seagren, Mary Lou Van Aken, Kathy Vogel*

Present via Zoom: *Merrie Witkin*

Absent: *Lynne Diener*

2022 - 12 - A C. Reid moved and K. Vogel seconded that we accept November minutes. Motion passed.

President's Report:

Our library continues to be at the center of our community's activities. I also want to compliment our team of Board members. Although we may have some tough decisions, we all look to do what is best for our community. As always, continued thanks for Lisa, and all the Library staff for all that each of you do every day!

We had a wonderful Christmas event with Christmas tree lighting, vendors, and pictures with Santa Saturday, December 3. This was a community event the library hosted on its lawn.

Director's Report:

Lisa has finished up her Masters in Library and Information Science! Hurray!
The new bookshelves are finally here and up, thanks to John Witherel.

Finance Report:

2022 - 12 - B C. Reid moved and L. Burke seconded that we approve the November warrant report. Motion passed.

2022 - 12 - C M. Van Aken moved and C. Reid seconded that we move \$20,000 from Tax Levy Money Market Checking to Key Payroll for December payroll. Motion passed.

2022 - 12 - D S. Seagren moved and K. Vogel seconded that we move \$10,000 from Tax Levy Money Market checking account to Key Operating for December operating costs. Motion passed.

2022 - 12 - E S. Seagren moved and K. Vogel seconded that the following adjustments to the 2022 Budget be approved: transfers of \$14,000 from Gross Payroll and \$6,000 from Medical Insurance, totaling \$20,000; which amounts would be re-allocated in the budget as follows: \$400 to Advertising, \$800 to Software, \$800 to Computer Maintenance, \$16,000 to depreciation and \$2,000 to maintenance, totaling \$20,000, as we close out 2022. Motion passed.

2022 - 12 - F S. Haldeman moved and L. Burke seconded that we approve \$500 to be paid to John Witherel for the assembly of the book shelf (as opposed to the \$1,500 the company asked for). Motion passed.

2022 - 12 - G S. Haldeman moved and K. Vogel seconded that the library close at 3:30 Friday afternoon, December 16, for the staff development/holiday party. Motion passed.

Other Business:

All newly elected trustees need to see Jane Rascoe at the town hall to make their position official. Please do so by December 31.

As of January 1, 2023, trustees must take two hours of training each year, in addition to the required Sex Harassment training. Our director is trained to run these classes and will offer some at the library.

Strategic plan will be ready for review in the January meeting.

Friends Group has purchased a bench to honor Shelly Runowich and will be having it engraved then placed on our lawn.

We discussed participating in Upcycle Plastic recycling program, but we decided it wasn't right for our library at this time. We do participate in other recycling programs.

Summary of Motions:

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Meeting adjourned at 8:19

Susie Burhans Haldeman, recording secretary

Next meeting: 7:00 pm. **Tuesday**, January 3