

Salina Library Board of Trustees
Meeting Minutes
January 22, 2024

Present: Frank Pappalardo, Adria Ripka, Keith Miller, Jo Ann Bohn, Kris Nichols, Ken Nichols, Debbie Stack, Jeannine Chubon, Monica Norton, and Jennifer Ranger.

1. The meeting was called to order at 7:02 p.m. by President Pappalardo
2. Public Comments: None
3. Minutes from the December 18, 2023 meeting were reviewed. Motion to approve made by Keith Miller, seconded by Debbie Stack. Approved unanimously. Motion carried.
4. Treasurer's Report: The report was presented by Keith Miller. Motion to accept the report for audit was made by Jo Ann Bohn, seconded by Adria Ripka. Approved unanimously. Motion carried. The Board reviewed financial bank statements.
5. Staff Reports:
 - a. Director: The statistical report showed continued growth in use of Overdrive, website visits, programming, and number of patrons. The Library's proposition request was sent to the Lyncourt and North Syracuse School Districts. The final payment from the plumbing/stair replacement construction grant received. Working through the requirements for our CREST grant. Balance of report is on file.
 - b. Youth Services Librarian: The star of the December school vacation programming was the Meet Ryan the Big Yellow Dog" session where patrons learned about service dog training. Most of the weeding of materials in the Childrens and Teen sections has been completed. Balance of report is on file.
 - c. Digital Librarian Report: The first materials order for 2024 was submitted. Personalized technical assistance remains popular. She is nearly done with training regarding how to process materials so she can serve as a back-up to the staff person who handles this. She and the Youth Services Librarian ran a LEGOS program for children and teens. Balance of report is on file.
6. Old Business:
 - a. Director Chubon provided an update on the HVAC project including prequalifying for project grant funding in the new State Financial System (SFS) and having Keith, as an attorney, provide a letter stating the library owns or has jurisdiction over the property. In addition, NYS requires the library to have a Minority and Women-Owned Enterprise (M/WBE) policy in place. Keith Miller made a motion, seconded by Adria Ripka, to approve and accept Board Resolution 2024-1 adopting the M/WBE Policy provided by Director Chubon. Approved unanimously. Motion carried.
7. New Business: None
8. Committee Reports: None
9. President's Report: None
10. Adjournment: meeting adjourned at 7:37 p.m. Next meeting is February 19 at 7 pm.

Respectfully submitted by Debbie J. Stack, Secretary