

**WAYLAND FREE LIBRARY BOARD REGULAR MEETING (in person at Library)
Thursday, October 12, 2023**

President, Julie Kurtz called meeting to order at 6:03 PM

Secretary's Roll Call:

PRESENT:

Diane Bergvall
Elise (Lisa) Clark, Secretary
Paula Fox
Kim Dickinson, Treasurer
Julie Kurtz, President
Kevin Kilbourne
Lynnette McAllister
Lynn Nielsen

ABSENT

Nancy Reigelsperger

Present: Interim Director, Elisabeth Cowley

Public: NONE

APPOINTMENT OF NEW DIRECTOR

Motion to appoint Elizabeth J. Cowley, as Library Director, retroactive to October 1, 2023; annual salary of \$52,000.00 per year (\$1,000.00 gross per week), motion made by Lynnette McAllister; Second by Diane Bergvall; All in favor.

MOTION TO ACCEPT MINUTES OF August 10, 2023 By Kevin Kilbourne; Second by Kim Dickinson; All in favor.

TREASURER'S REPORT

Kim Dickinson will meet soon with Director to make plan how to track accountant, Kim Lattimer's fee for payroll service; Accountant's fee will increase \$1,100.00/yr from last year; work on comparing with Paychex.

Working on tracking/accounting of grants.

Presentation by Library's financial adviser, Arnie Pechler of United Professional Advisors, LLC, : Discussion of investment strategy change; proposal for "Epke", "Zone", "Hemmer" and "Crawford" to have a single custodian, which will result in a lesser fee; each account can be separate because each is for a different purpose, but all four will be under a single custodian. Previous Board of Trustees meeting on August 10, 2023, Trustees moved and approved the four accounts to be under a single custodian. Kevin Kilbourne volunteered to work with Arnie on Investment Strategy decisions and will report to Board and present his opinion.

DIRECTOR'S REPORT

Hand out of Report for August and September Programs, and Services, and Staff

Director comments staff is working well together;

Summer Reading was a huge success -

Youth trouble in library -

Dealing with public using bathroom -

Page 2

Director reports difficulty covering all the hours library will be open in October; Requests closing library 11/24/23 and 12/26/23 because day after a holiday is hard to cover with short staffing; Trustees agreed with Director's decision.

Additional information on Director's Report handout

Director will propose continued work on policies

Landscaping

Director talked to a man who will dig up front 2 beds for \$25.00/hr for estimated 10 hours and Jessica will reduce her hours for digging. (\$25.00/hr) will come out of Jessica's proposed work and fees. Motion by Kevin Kilbourne to approve; Second by Lynn Nielsen; All in favor.

Correspondence

Thank you letter from Hope Decker to Trustees

Letter from Office of the Aging

Thank you from Watkins Glen Public Library for donation in memory of Hope Decker's mother.

NEXT BOARD MEETING: December 7, 2023 at 6:00 PM; subsequent meetings will be the 3rd Thursday of the month.

ADJOURN

Motion to Adjourn Meeting by Kevin Kilbourne; Second by Kim Dickinson ; All in favor.

Respectfully Submitted,

Lisa Clark, Secretary