



The Chemung County Library District, with neighborhood libraries in Big Flats, the Bookmobile, Elmira, Horseheads, Van Etten, West Elmira, and on the web at www.cclld.lib.ny.us

Agenda

The June meeting of the Board of Trustees of the Chemung County Library District will be held on Thursday June 20, 2024 at 6:00 pm at the West Elmira Library. The agenda for the meeting is listed below. If you are unable to attend, please inform Ms. Dworkin (607-398-2021), Mrs. Melott (733-9173, ext. 2308), or Mr. Chapman (733-9173, ext 2307).

1. Call to order
2. Pledge of allegiance
3. Approval of minutes (document #2024-28)
4. Treasurer's report
 - a) Report of Unpaid Bills Detail
 - b) Monthly Cash Balance Report
5. Correspondence
6. President's report (Dworkin)
7. Director's Report
 - a) Resolved that the CCLD Board of Trustees approve the personnel actions as submittedCommittee reports:
 - a) Executive Committee (Dworkin)
 - 1) Report of the Committee meeting (document #2024-32)
 - b) Budget & Finance Committee (Roberts)
 - 1) Report of the Committee meeting (document #2024-33)
 - c) Building & Grounds Committee (Schwesinger)
 - 1) Report of the Committee meeting (document #2024-31)
 - d) Personnel Committee (Appenzellar)
 - e) Election and Continuity Committee (Hansen)
9. Executive Session
10. Old business
 1. Mosaic Mobile Dental Health Contract
11. New business
 1. Reopen contract
 2. Approval of SML Mover Quote
 3. Receipt of donation from Women's Club of Big Flats
 4. Additional security officer position
12. Period for public expression
13. Adjournment

Document #2024-32

Report of the June 5, 2024 meeting of the Executive Committee of the Chemung County Library District:

The meeting came to order at 6:00pm. Attending the meeting from the Executive Committee were Rachel Dworkin, Martha Smith, and Mark Padgett. Board members attending were Kevin Hansen, Karen Snyder, Pat Kinney, and Ms. Karen Snyder. Paul Chapman and Holly Melott, CCLD management were also present.

UNPAID BILLS: Ms. Melott submitted the Unpaid Bill List dated 06/05/2024 for the General Fund in the amount of \$51,807.03. **Ms. Dworkin moved, seconded by Mr. Hansen, to approve payment of the General Fund in the amount of \$51,807.03 as submitted in writing. VOTE: Unanimously Approved. Bills detail will be presented to the full board for approval at the June board meeting.**

Mr. Chapman reported on the following:

- A detailed account of Mr. Chapman's interaction with an unruly patron, which occurred on Tuesday, June 4, was presented
- A new cash register is being utilized at Steele. Credit card payments can now be accepted for any purchase. This convenience will be made available to all locations in the coming months.
- The chart of accounts transition continues and will be instrumental in laying the foundation for the 2025 budget

The meeting adjourned at 6:30 pm. The next meeting of the Executive Committee of the Chemung County Library District will be held on Wednesday, July 3, 2024 at 6 pm in the auditorium at the Steele Memorial Library.

Document #2024-31

Report of the June 5, 2024 meeting of the Buildings & Grounds Committee of the Chemung County Library District

The meeting opened at 5:30 pm. Present were Ms. Rachel Dworkin, Ms. Martha Smith, Ms. Judy Elston, Ms. Karen Snyder and Mr. Kevin Hansen. Also attending were Mr. Paul Chapman and Ms. Holly Melott, CCLD Management.

- Steele will be closed to the public Monday, June 10 through Saturday, June 15th. Staff will be reporting. Flooring will be removed and the circulation area dismantled.
- Mr. Chapman has contacted a realtor and forwarded detailed information to the full board, concerning property for sale at 859 Broadway Street, Elmira, as a potential location for an additional library branch.
- A quote was received from Eastern Security System in the amount of \$3,000 for controlled entry/access to Steele
- Quotes are being compiled for updated “people counters”

The meeting adjourned at 5:45pm.

The next regular meeting of the Buildings & Grounds Committee will be held on Wednesday, July 3, 2024 at 5:30pm in the auditorium of the Steele Memorial Library.

Document #2024-33

Report of the June 12, 2024 meeting of the Budget & Finance Committee of the Chemung County Library District

Attending the meeting via Zoom: Ms. Rachael Dworkin. Also in attendance Mr. Paul Chapman and Ms. Holly Melott, CCLD Administration. The meeting opened at 8:45 a.m.

Ms. Melott presented the unpaid bill list dated June 20, 2024 for the General Fund, \$48,083.05. Details will be forwarded to the full CCLD board for its consideration.

Ms. Melott presented the May Monthly Cash Balance Report which will be forwarded to the full CCLD board for its consideration.

As per the advice of Brian Hildreth, STLS director, Mr. Chapman will be increasing the amount of the state aide construction grant request.

The meeting adjourned at 9:00 a.m. The next meeting of the Budget & Finance Committee will be held on Wednesday, July 10, 2024 at 8:45 a.m. via Zoom.

Chemung County Library District

Unpaid Bills Report

All Dates

VENDOR	DATE	BUSINESS FULL NAME	AMOUNT	OPEN BALANCE	MEMO/DESCRIPTION
Aleta Yarrow					
Aleta Yarrow	06/20/2024	--	\$250.00	\$250.00	HH SRC - Dreaming & Art Adventure pd w/HH Friends \$
Total for Aleta Yarrow			\$250.00	\$250.00	
Amazon Capital Services					
Amazon Capital Services	06/20/2024	--	\$2,472.49	\$2,472.49	--
Total for Amazon Capital Services			\$2,472.49	\$2,472.49	
Amy Coston					
Amy Coston	06/20/2024	--	\$17.82	\$17.82	--
Total for Amy Coston			\$17.82	\$17.82	
Baker & Taylor Books					
Baker & Taylor Books	06/20/2024	--	\$153.09	\$153.09	reference materials - acct # C0010083
Total for Baker & Taylor Books			\$153.09	\$153.09	
Bryan Boynton					
Bryan Boynton	06/20/2024	--	\$90.00	\$90.00	2024 2nd quarter cell phone stipend
Total for Bryan Boynton			\$90.00	\$90.00	
Chemung County Sewer District					
Chemung County Sewer District	06/20/2024	--	\$1,165.84	\$1,165.84	2024 sewer services
Chemung County Sewer District	06/20/2024	--	\$390.10	\$390.10	2024 sewer services
Total for Chemung County Sewer District			\$1,555.94	\$1,555.94	
Collaborative Summer Library Program					
Collaborative Summer Library Program	06/20/2024	--	\$47.47	\$47.47	SRC needs-invoice Woo305578
Total for Collaborative Summer Library Program			\$47.47	\$47.47	
Demco, Inc.					
Demco, Inc.	06/20/2024	--	\$95.94	\$95.94	invoice 7493957-processing supplies
Total for Demco, Inc.			\$95.94	\$95.94	
Denis Bocage					
Denis Bocage	06/20/2024	--	\$131.33	\$131.33	mileage June 2024 & reimbursement for online class
Total for Denis Bocage			\$131.33	\$131.33	
Emily Swan					
Emily Swan	06/20/2024	--	\$130.00	\$130.00	#2 Teen Art Sessions -Draw Your Own Comic
Total for Emily Swan			\$130.00	\$130.00	
Essential Constructs LLC					
Essential Constructs LLC	06/20/2024	--	\$84,044.03	\$84,044.03	1st & 2nd Floor Moving - SML-invoice 24-1218-01
Total for Essential Constructs LLC			\$84,044.03	\$84,044.03	
First Transit, Inc					
First Transit, Inc	06/20/2024	--	\$341.72	\$341.72	Bkm fuel for May #11939054
Total for First Transit, Inc			\$341.72	\$341.72	
Image Integrator					
Image Integrator	06/20/2024	--	\$2,545.00	\$2,545.00	3 yr contract 5/22/24-5/21/27 SC005311 yr contract 4/1/24-3/31/25 SC013831 yr contract 5/22/24-5/21/25 SC01118
Total for Image Integrator			\$2,545.00	\$2,545.00	
Insero					
Insero	06/20/2024	--	\$8,500.00	\$8,500.00	Progress billing for audit year ended 12/31/23
Total for Insero			\$8,500.00	\$8,500.00	
Jeffrey Mathews					
Jeffrey Mathews	06/20/2024	--	\$23.58	\$23.58	mileage 5/3/24-6/14/24
Total for Jeffrey Mathews			\$23.58	\$23.58	
Library Ideas LLC					
Library Ideas LLC	06/20/2024	--	\$157.85	\$157.85	Library Materials - HH JUV pd w/HH Friends \$ - invoice #114124
Total for Library Ideas LLC			\$157.85	\$157.85	

VENDOR	DATE	BUSINESS FULL NAME	AMOUNT	OPEN BALANCE	MEMO/DESCRIPTION
Nancy Kirby Kurjakovic					
Nancy Kirby Kurjakovic	06/20/2024	--	\$1,500.00	\$1,500.00	Financial consulting March - May 2024
Total for Nancy Kirby Kurjakovic			\$1,500.00	\$1,500.00	
NYSEG					
NYSEG	06/20/2024	--	\$3,071.88	\$3,071.88	gas & elec - SML
NYSEG	06/20/2024	--	\$524.18	\$524.18	gas & elec -WE
Total for NYSEG			\$3,596.06	\$3,596.06	
Orkin					
Orkin	06/20/2024	--	\$101.99	\$101.99	monthly treatment - acct #2208634
Total for Orkin			\$101.99	\$101.99	
Penworthy Company					
Penworthy Company	06/20/2024	--	\$1,023.48	\$1,023.48	Juv fiction -Bkm inv #0600242-IN
Total for Penworthy Company			\$1,023.48	\$1,023.48	
Pitney Bowes					
Pitney Bowes	06/20/2024	--	\$435.90	\$435.90	quarterly lease for postage meter
Total for Pitney Bowes			\$435.90	\$435.90	
Regina Hill					
Regina Hill	06/20/2024	--	\$712.50	\$712.50	QB consultant services - invoice 1126
Total for Regina Hill			\$712.50	\$712.50	
Southern Tier Library System					
Southern Tier Library System	06/20/2024	--	\$139.42	\$139.42	barcodes inv #4528
Southern Tier Library System	06/20/2024	--	\$35,979.00	\$35,979.00	2024 2nd quarter cost share
Total for Southern Tier Library System			\$36,118.42	\$36,118.42	
Southern - Tier Library System - CBA funds					
Southern - Tier Library System - CBA funds	06/20/2024	--	\$5,689.77	\$5,689.77	inv# 4560 and 4559 - adult fic elec
Southern - Tier Library System - CBA funds	06/20/2024	--	\$5,799.43	\$5,799.43	inv# 4554 and 4555 - adult fic elec
Southern - Tier Library System - CBA funds	06/20/2024	--	\$957.37	\$957.37	inv #4552 & 4556 -STLS rebill
Total for Southern - Tier Library System - CBA funds			\$12,446.57	\$12,446.57	
Tom Sieling					
Tom Sieling	06/20/2024	--	\$235.00	\$235.00	VE SRC kickoff party performer 7/5/24
Total for Tom Sieling			\$235.00	\$235.00	
Transparent Language					
Transparent Language	06/20/2024	--	\$1,600.00	\$1,600.00	Transparent Language annual renewal 7/1/24-6/30/25 -invoice 35216
Total for Transparent Language			\$1,600.00	\$1,600.00	
W. B. Mason Co, Inc.					
W. B. Mason Co, Inc.	06/20/2024	--	\$326.30	\$326.30	office supplies-inv # 247075710
Total for W. B. Mason Co, Inc.			\$326.30	\$326.30	
			\$158,652.48	\$158,652.48	

Chemung County Library District

Unpaid Bills Report

All Dates

VENDOR	DATE	DUE DATE	AMOUNT	OPEN BALANCE	MEMO/DESCRIPTION
Acme Cash Register					
Acme Cash Register	06/04/2024	07/04/2024	\$839.00	\$839.00	--
Total for Acme Cash Register			\$839.00	\$839.00	
Air Temp Heating & Air					
Air Temp Heating & Air	06/05/2024	07/05/2024	\$443.00	\$443.00	service call @ SML
Total for Air Temp Heating & Air			\$443.00	\$443.00	
Aleta Yarrow					
Aleta Yarrow	06/05/2024	07/05/2024	\$250.00	\$250.00	"Wish You Were Here" 6/10 adult art class - HH
Aleta Yarrow	06/05/2024	07/05/2024	\$250.00	\$250.00	Water Color Plants -adult art class @ WE pd w/grant \$
Total for Aleta Yarrow			\$500.00	\$500.00	
BC Plumbing, Heating, Electric, AC/R Inc					
BC Plumbing, Heating, Electric, AC/R Inc	06/05/2024	07/05/2024	\$469.50	\$469.50	plumbing services @ SML
Total for BC Plumbing, Heating, Electric, AC/R Inc			\$469.50	\$469.50	
Burr Consulting LLC					
Burr Consulting LLC	06/05/2024	07/05/2024	\$1,800.00	\$1,800.00	HR Consultant June retainer 2024
Total for Burr Consulting LLC			\$1,800.00	\$1,800.00	
Chemung Canal Trust Company					
Chemung Canal Trust Company	06/04/2024	07/04/2024	\$218.44	\$218.44	--
Chemung Canal Trust Company	06/04/2024	07/04/2024	\$1,375.38	\$1,375.38	--
Total for Chemung Canal Trust Company			\$1,593.82	\$1,593.82	
City of Elmira					
City of Elmira	06/05/2024	07/05/2024	\$60.00	\$60.00	Annual fire inspection- inv # 1573
Total for City of Elmira			\$60.00	\$60.00	
Culligan Water					
Culligan Water	06/04/2024	07/04/2024	\$60.00	\$60.00	staff water dispenser-monthly rental fee
Total for Culligan Water			\$60.00	\$60.00	
Dataflow, Inc.					
Dataflow, Inc.	06/05/2024	07/05/2024	\$200.00	\$200.00	pop expo flyers-inv #428501
Dataflow, Inc.	06/05/2024	07/05/2024	\$215.60	\$215.60	teen pamphlet - pd w/grant funds
Total for Dataflow, Inc.			\$415.60	\$415.60	
Doris Jean Metzger					
Doris Jean Metzger	06/05/2024	07/05/2024	\$119.59	\$119.59	reimbursement for prog supply purchase
Total for Doris Jean Metzger			\$119.59	\$119.59	
Eastern Security Services					
Eastern Security Services	06/05/2024	07/05/2024	\$128.85	\$128.85	monitoring 7/1-10/1 - SML inv #R271835
Total for Eastern Security Services			\$128.85	\$128.85	
Essential Constructs LLC					
Essential Constructs LLC	06/05/2024	07/05/2024	\$7,323.00	\$7,323.00	AC unit upgrade - work done by Air temp-\$1,169 - general conditions
Total for Essential Constructs LLC			\$7,323.00	\$7,323.00	
Fernando Leon					
Fernando Leon	06/05/2024	07/05/2024	\$30.00	\$30.00	patron refund- returned items
Total for Fernando Leon			\$30.00	\$30.00	
Greenleaf Recycling					
Greenleaf Recycling	06/04/2024	07/04/2024	\$365.00	\$365.00	Waste mgmt services -WE/HH/BF/ST
Total for Greenleaf Recycling			\$365.00	\$365.00	
Haefele TV, Inc.					
Haefele TV, Inc.	06/05/2024	07/05/2024	\$85.95	\$85.95	wifi connection @ VE-June
Total for Haefele TV, Inc.			\$85.95	\$85.95	
Hill & Markes					

VENDOR	DATE	DUE DATE	AMOUNT	OPEN BALANCE	MEMO/DESCRIPTION
Hill & Markes	06/04/2024	07/04/2024	\$758.58	\$758.58	paper product dispensers & supplies - all libraries
Total for Hill & Markes			\$758.58	\$758.58	
Horseheads Printing					
Horseheads Printing	06/05/2024	07/05/2024	\$253.48	\$253.48	monthly flyers-inv #31476
Total for Horseheads Printing			\$253.48	\$253.48	
IBFG Farms					
IBFG Farms	06/05/2024	07/05/2024	\$2,700.00	\$2,700.00	plowing/salt SML/HH/BF/WE 3/24/24 - invoice #022
Total for IBFG Farms			\$2,700.00	\$2,700.00	
Image Integrator					
Image Integrator	06/05/2024	07/05/2024	\$2,975.00	\$2,975.00	toner for microfiche invoice 20200
Total for Image Integrator			\$2,975.00	\$2,975.00	
Imperial Door Controls, Inc.					
Imperial Door Controls, Inc.	06/05/2024	07/05/2024	\$16.74	\$16.74	maintenance outside of contract-inv 00082730
Total for Imperial Door Controls, Inc.			\$16.74	\$16.74	
Ingram Library Services					
Ingram Library Services	06/05/2024	07/05/2024	\$8,392.42	\$8,392.42	Library materials
Total for Ingram Library Services			\$8,392.42	\$8,392.42	
Ingram-Library Services					
Ingram-Library Services	06/05/2024	07/05/2024	\$2,926.46	\$2,926.46	Library materials - non fiction print
Total for Ingram-Library Services			\$2,926.46	\$2,926.46	
JanWay Company USA, Inc.					
JanWay Company USA, Inc.	06/05/2024	07/05/2024	\$797.50	\$797.50	flash drives for resale - inv #145360
Total for JanWay Company USA, Inc.			\$797.50	\$797.50	
Jennifer Thomas					
Jennifer Thomas	06/05/2024	07/05/2024	\$300.00	\$300.00	Pop Expo artist
Total for Jennifer Thomas			\$300.00	\$300.00	
JGF Funding					
JGF Funding	06/05/2024	07/05/2024	\$1,635.31	\$1,635.31	monthly copier leases - inv #447293 month of July
Total for JGF Funding			\$1,635.31	\$1,635.31	
Lily Gershon					
Lily Gershon	06/05/2024	07/05/2024	\$50.00	\$50.00	deposit for SRC program 7/16
Total for Lily Gershon			\$50.00	\$50.00	
MidWest Tape					
MidWest Tape	06/04/2024	07/04/2024	\$2,903.44	\$2,903.44	--
Total for MidWest Tape			\$2,903.44	\$2,903.44	
Noah's Ark Animal Workshop, Inc.					
Noah's Ark Animal Workshop, Inc.	06/05/2024	07/05/2024	\$331.76	\$331.76	--
Total for Noah's Ark Animal Workshop, Inc.			\$331.76	\$331.76	
NYSEG					
NYSEG	06/05/2024	07/05/2024	\$554.84	\$554.84	gas & elec - HH
NYSEG	06/05/2024	07/05/2024	\$516.35	\$516.35	gas & elec - WE
NYSEG	06/05/2024	07/05/2024	\$664.78	\$664.78	gas & elec - WE
Total for NYSEG			\$1,735.97	\$1,735.97	
Orkin					
Orkin	06/05/2024	07/05/2024	\$78.38	\$78.38	monthly treatment - acct #2208634
Total for Orkin			\$78.38	\$78.38	
Past and Present DJ Productions					
Past and Present DJ Productions	06/05/2024	07/05/2024	\$300.00	\$300.00	Teen Dance - 6/7 @ SML
Total for Past and Present DJ Productions			\$300.00	\$300.00	
Penworthy Company					
Penworthy Company	06/05/2024	07/05/2024	\$1,997.71	\$1,997.71	Juv fiction - HH- inv #0600044-IN
Total for Penworthy Company			\$1,997.71	\$1,997.71	
Regina Hill					
Regina Hill	06/05/2024	07/05/2024	\$2,325.00	\$2,325.00	QB consultant services - invoice 1125

VENDOR	DATE	DUE DATE	AMOUNT	OPEN BALANCE	MEMO/DESCRIPTION
Total for Regina Hill			\$2,325.00	\$2,325.00	
Southern - Tier Library System					
Southern - Tier Library System	06/05/2024	07/05/2024	\$139.42	\$139.42	inv #4528 barcodes
Total for Southern - Tier Library System			\$139.42	\$139.42	
Southern Tier Library System					
Southern Tier Library System	06/05/2024	07/05/2024	\$260.22	\$260.22	STLS rebill inv #4549
Southern Tier Library System	06/05/2024	07/05/2024	\$274.90	\$274.90	barcodes inv #4528
Total for Southern Tier Library System			\$535.12	\$535.12	
Staples					
Staples	06/05/2024	07/05/2024	\$172.84	\$172.84	--
Total for Staples			\$172.84	\$172.84	
Tammy Wilcox					
Tammy Wilcox	06/05/2024	07/05/2024	\$100.00	\$100.00	Gentle Movements -x 4 May/June sessions @ HH - pd by HH Friends
Total for Tammy Wilcox			\$100.00	\$100.00	
Tanglewood					
Tanglewood	06/05/2024	07/05/2024	\$140.00	\$140.00	inv# 1212 -5/14 juv prog @ BF
Tanglewood	06/05/2024	07/05/2024	\$180.00	\$180.00	WE & SML juv programs
Total for Tanglewood			\$320.00	\$320.00	
Tim Collins					
Tim Collins	06/05/2024	07/05/2024	\$575.00	\$575.00	TALE/D&D/writing classes - June-pd w/grant \$
Total for Tim Collins			\$575.00	\$575.00	
Town of Big Flats					
Town of Big Flats	06/05/2024	07/05/2024	\$60.60	\$60.60	--
Total for Town of Big Flats			\$60.60	\$60.60	
Town of Veteran Historical Society					
Town of Veteran Historical Society	06/05/2024	07/05/2024	\$35.00	\$35.00	genealogy resource
Total for Town of Veteran Historical Society			\$35.00	\$35.00	
Verizon Wireless					
Verizon Wireless	06/05/2024	07/05/2024	\$88.65	\$88.65	Bookmobile cell phone x 2 lines
Total for Verizon Wireless			\$88.65	\$88.65	
Village of Horseheads					
Village of Horseheads	06/05/2024	07/05/2024	\$37.77	\$37.77	water - HH 10/31/2023-01/31/2024
Total for Village of Horseheads			\$37.77	\$37.77	
Vittatoo Consulting LLC					
Vittatoo Consulting LLC	06/05/2024	07/05/2024	\$5,000.00	\$5,000.00	--
Total for Vittatoo Consulting LLC			\$5,000.00	\$5,000.00	
W. B. Mason Co, Inc.					
W. B. Mason Co, Inc.	06/05/2024	07/05/2024	\$31.57	\$31.57	office supplies-inv # 246703294
Total for W. B. Mason Co, Inc.			\$31.57	\$31.57	
			\$51,807.03	\$51,807.03	

(draft of the Minutes of the May 16, 2024 meeting of the Chemung County Library District Board of Trustees. Document #2024-28)

The meeting was called to order at 6:00 pm by President Rachel Dworkin. Present Mr. Kevin Hansen, Mr. Mark Padgett, Ms. Lee Saginario, Ms. Jessica Roberts, Mr. Karl Schwesinger, Ms. Martha Smith, Ms. Judith Elston, Mr. Wayne Adams, Ms. Muriel Friend, Ms. Laurie Garner, Ms. Karen Snyder, Ms. Pat Kinney, Ms. Penny Appenzellar, and Ms. Crystal Gullo-Buzzetti. Also present were Ms. Holly Melott and Mr. Paul Chapman on behalf of the Library District's Administration. Visitors: Mr. Matthew Burr and Ms. Nancy Kirby.

Minutes. The minutes of the April 18, 2024 meeting (Document #2024-22) were presented for board review. Mr. Padgett moved that the April Board minutes be approved as presented, seconded by Ms. Friend. **VOTE: Unanimously Approved.**

Ms. Dworkin moved, seconded by Ms. Roberts, that the board accept the Financial Reports as presented. VOTE: Unanimously Approved

Report of Unpaid Bills. Ms. Roberts moved, seconded by Ms. Gullo-Buzzetti, that the board authorize the payment of the unpaid bills dated 05/16/2024 \$41,933.91. VOTE: Unanimously Approved.

Financial consultant, Ms. Nancy Kirby reviewed the financial reports to date and gave an overview of the changes which are being implemented in the chart of accounts transition.

Correspondence: Mr. Chapman shared the following:

- A letter of support from Van Etten community members, commending clerk, Ms. Emily Johns, on her exemplary performance at their library
- The "TALE" young adult theater program was featured on a recent news broadcast
- A letter of gratitude for the staff and programs of the Steele Juvenile department

President's Report: Ms. Dworkin replied to the recent correspondence received from the Horseheads Foundation, informing them of the funding change and assuring them of improved communication in the future.

Director's Report: Mr. Chapman reported on the following:

- Librarians are becoming more involved in the branch locations
- Ms. Doris Jean Metzger is supervising staff in both the young adult and juvenile department at Steele. It is her intention to meet with district wide youth staff on a regular basis, beginning in the fall
- All branches will be joining together for a district wide end of summer reading club party
- Under the direction of STLS director, Brian Hildreth, CSLA funds will be handled differently beginning in 2025
- Mr. Chapman will be representing CCLD as a panel member for a DEI discussion on 5/23. Trustees are invited to attend.
- The first floor painting project at Steele is nearing completion

Mr. Matt Burr reviewed and certified all present, for the New York State annual sexual harassment prevention training.

CONSENT ITEM: Ms. Dworkin moved, seconded by Ms. Appenzellar, that the May Personnel Actions be approved as presented. VOTE: Unanimously Approved.

Executive Committee. The report of the Executive Committee was presented in writing to the board (Document #2024-26)

Budget & Finance Committee. The report of the Budget & Finance Committee meeting was presented in writing to the board. (Document #2024-27)

Buildings & Grounds Committee. (Document #2024-25) **Mr. Padgett moved, seconded by Mr. Schwesinger, that the following four proposals for continued renovation at SML be approved as presented:**

- **Steele Second Floor Railing Project - \$119,893**
- **Steele Second Floor Painting Project - \$73,185 (general conditions: \$11,685)**
- **Steele Second Floor Flooring Project - \$208,250 (general conditions: \$33,250)**
- **Steele First Floor Flooring Project - \$220,150 (general conditions: \$35,150)**

VOTE: Unanimously Approved.

Personnel Committee. Ms. Appenzellar gave a synopsis of the director's evaluation. Ms. Dworkin confirmed that Mr. Chapman has completed his probationary year and will be retained as the director.

Election & Continuity Committee. Mr. Hansen intends to hold a committee meeting in the near future. Ballot petitions are available from the business office as needed.

CONSENT ITEM: Ms. Dworkin moved, seconded by Mr. Padgett, that the board enter executive session to discuss personnel matters. VOTE: Unanimously Approved.

CONSENT ITEM: Ms. Dworkin moved, seconded by Ms. Crystal Gullo-Buzzetti, that the board exit executive session. VOTE: Unanimously Approved.

Old Business. The mobile dental unit negotiations are being legally evaluated.

New Business: Ms Dworkin moved, seconded by Mr. Adams, that Mr. Chapman be given permission to contact a realty firm in pursuit of any viable property for an additional library location. VOTE: Unanimously Approved.

Public Expression.

Ms. Dworkin moved, seconded by Mr. Adams to adjourn. VOTE: Unanimously Approved.

The next regular meeting of the board will be held on Thursday, June 20, 2024, at 6:00pm at the West Elmira Library.