

PHOENIX PUBLIC LIBRARY
Board of Trustee Meeting Minutes
June 15, 2023

Trustees present: William Balles, Emily Young, and Fred Wall.

Trustees absent: Noreen Patterson

Staff present: Library Director Natalie Curran.

A. Call to Order

William Balles called the meeting to order at 9:27am.

B. Approval of Agenda

Emily Young moved to approve the agenda. Fred Wall seconded. Motion carried.

C. Approval of Minutes

Bill Balles moved to approve the minutes from May 11, 2023. Fred Wall seconded. Motion carried.

D. Public Comments

None

E. Reports to Board

1. Treasurer's Report

Fred Wall gave the report for May, expenses are as expected. Received donations from the Oswego County Federal Credit Union and Century Club. Bill Balles moved to approve the treasurer's reports for May. Emily Young seconded. Motion carried.

2. Director's Financial Report

Natalie Curran gave the report for May. Emily Young moved to approve the Director's Financial Report and supporting documents. Fred Wall seconded. Motion carried.

3. Director's Report

- a) First Grade visited the library on June 2nd.
- b) Kindergarten classes visited the library on June 7th, 8th, and 9th.
- c) Third Grade visited the library on June 5th.
- d) Second grade will be visiting the library on June 16th.
- e) Oswego County Annual Funding - \$4,782.04
- f) Shed – Was delivered on June 9th. It is beautiful! The Century Club donated \$4,715.00 to the purchase of the shed. They would like a plaque to be placed on the shed because the funds were donated "In Memory of" several people. The Board agrees that is a good idea but wants to make sure there is a way to attach the plaque without compromising the weatherproofing on the shed.
- g) Parking lot – A quote was obtained from RJ Green for the repair, sealing, and striping of the parking lot. The Board would like more quotes before proceeding.
- h) Hot Water Heater – Wednesday, June 7 the library staff realized that the hot water heater had been leaking. Fred Wall came over and turned off the water and power to the hot water heater. Country Gentleman Plumbing came out the next day and pointed out several other issues. I brass pipe that should be plugged with brass is plugged with plastic. The plumbing in that area is supposed to be certified yearly. They provided a quote. The Board would like more quotes before proceeding.
- i) Credit Card – We have the credit card and have been able to use it to make purchases from Amazon.
- j) Summer Reading – Natalie Curran has booked the large entertainment. The library staff is asking for prize donations.

k) Closed Days –

- Bill Balles moved to approve the library be closed on Monday, July 3. seconded. Motion carried.
- Tuesday, July 4

F. **Old Business**

None

G. **New Business**

- Emily Young had several recommendations for plumbers, a handyman and blacktop repair. Natalie Curran will reach out to them for additional quotes.

H. **Open Forum**

None

I. **Adjournment**

Bill Balles moved to adjourn the meeting. Emily Young seconded. Motion carried.

The meeting was adjourned at 10:36 am.

The next meeting will be held in person at the library on July 13, 2023 at 9am.

Respectfully submitted,

Natalie Curran

Director

PHOENIX PUBLIC LIBRARY
Board of Trustee Meeting Agenda
July 13, 2023

REGULAR MEETING

- A. Call to Order
- B. Adoption of Agenda
- C. Approval of Minutes
- D. Public Comments
- E. Reports to Board
 - 1. Treasurer's Report
 - 2. Director's Financial Report
 - 3. Director's Notes
- F. Old Business
- G. New Business
- H. Open Forum
- I. Adjournment