

PHOENIX PUBLIC LIBRARY
Board of Trustee Meeting Minutes
May 11, 2023

Trustees present: William Balles, Noreen Patterson, and Fred Wall.

Trustees absent: Emily Young

Staff present: Library Director Natalie Curran.

A. Call to Order

William Balles called the meeting to order at 10:04am.

B. Approval of Agenda

Noreen Patterson moved to approve the agenda. Fred Wall seconded. Motion carried.

C. Approval of Minutes

Noreen Patterson moved to approve the minutes from April 13, 2023. Fred Wall seconded. Motion carried.

D. Public Comments

None

E. Reports to Board

1. Treasurer's Report

Fred Wall gave the report for April, expenses are as expected. Noreen Patterson moved to approve the treasurer's reports for April. Bill Balles seconded. Motion carried.

2. Director's Financial Report

Natalie Curran gave the report for April. Noreen Patterson moved to approve the Director's Financial Report and supporting documents. Fred Wall seconded. Motion carried.

3. Director's Report

- a) Noreen Patterson moved to approve the 2022 Report to the Community. Bill Balles seconded. Motion carried.
- b) First Grade visited on April 26, 27, & 28. They have requested to meet this summer to plan for September and the rest of the school year.
- c) Kindergarten classes visited the library on April 18, 20, and 21.
- d) Third Grade has asked to visit the library in June because they had so much fun last year. They are scheduled for June 5th.
- e) Second grade will be visiting the library on June 16th.
- f) Book Sale - The library made \$935.
- g) Oswego County Federal Credit Union donated \$2,500.
- h) Shed – The library has the permit and the shed was ordered on May 1.
- i) Polaris Migration – Still experiencing some issues.
- j) Credit Card – Natalie Curran went to Community Bank on May 1. Credit Card is approved and will be mailed.
- k) Summer Reading – Natalie Curran has booked the large entertainment. The library staff is starting the process of asking for prize donations.
- l) Closed Days –
 - Noreen Patterson moved to approve the library be closed on Saturday, May 27 for Memorial Day weekend. Bill Balles seconded. Motion carried.
 - Monday, May 29 Memorial Day

- Noreen Patterson moved that the library be closed on Monday, June 19th in recognition of the federal holiday, Juneteenth. Fred Wall seconded. Motion carried.

F. Old Business

- RJ Green asked if the library wanted a new quote for repairing and sealing the driveway. Natalie Curran will ask them to provide a quote for this season.

G. New Business

None

H. Open Forum

None

I. Adjournment

Bill Balles moved to adjourn the meeting. Noreen Patterson seconded. Motion carried.

The meeting was adjourned at 10:54 am.

The next meeting will be held in person at the library on June 15, 2023 at 9am.

Respectfully submitted,

Natalie Curran

Director

PHOENIX PUBLIC LIBRARY
Board of Trustee Meeting Agenda
June 15, 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