

South New Berlin Free Library
Annual Report Meeting Notes
February 13th, 2024

Board Members Present: Scott Stensland, Bob Decker, Laura Riddle, Tom Bryden, Carrie Lewis
Absent: Elaine Clum, Kathie Burnside
Staff Present: Robin Avolio-Director
Public Present: None

The meeting was called to order at 6 pm by President Scott Stensland

The agenda was reviewed and adopted. Laura Riddle made a motion to approve, second by Bob Decker. All voted in favor, motion carried.

Minutes from January 16th, 2024 were reviewed. Tom Bryden made a motion to accept as written, seconded by Laura. All voted in favor, motion carried.

The NYS Annual Report was reviewed. Tom made a motion to accept the annual report, seconded by Laura. All voted in favor, motion carried.

The library Director Performance review was completed. Reviews completed by board, all agree that the director is doing wonderful job. Bob made a motion to accept the approved reviews, seconded by Laura. All voted in favor, motion carried.

Reviewed the Overdrive Agreement. This agreement will give our patrons access to more digital material. It was discussed that this would overall benefit the patrons of our library. Tom made a motion to accept the Overdrive Agreement, seconded by Bob. All voted in favor, motion carried.

The purchasing policy was addressed regarding the addition. With the intent of avoiding further project delays, the following clause will be added to our current Purchasing Policy effective February 13th. Bob made a motion to accept as written, seconded by Tom. All voted in favor, motion carried.

“3a. Community Room Construction-Related Purchases: The library Director has authorization to approve change orders, not to exceed \$2,000 per order, to a maximum of \$6,000 or five orders between meetings, whichever comes first. This clause terminates at the completion of this project.”

The windows for the addition should be arriving the first week of March.

Robin drove to meet with Assemblyman Angelino to advocate for library funding in the NYS budget. Tom made a motion to reimburse Robin for her mileage, seconded by Laura. All voted in favor, motion carried.

Meeting adjourned at 6:47

Minutes submitted by Carrie Lewis