



CARNEGIE PUBLIC LIBRARY OF STEUBEN COUNTY  
BOARD OF TRUSTEES  
Minutes of January 8, 2024, Meeting

President Travis Heavin called the January board meeting to order at 4:05 p.m. Board members present were Sue Shollenberger, Jeanine Samuelson, Gayle Camp and Laurie Gentry. Dave Olson and Gay Kirkton were absent. There were no representatives from the media or the public.

President Heavin asked if the trustees had read the minutes of the December board meeting. Gayle Camp moved and Laurie Gentry seconded to approve the minutes. The motion passed unanimously.

#### **Appropriation and Financial Reports**

Sonya Dorris presented the appropriation and financial reports (copies attached). Following a discussion, Laurie Gentry moved and Gayle Camp seconded to approve the resolution to transfer appropriations within the library operating funds. The motion carried. Jeanine Samuelson moved and Laurie Gentry seconded to approve the appropriation and financial reports. The motion carried.

#### **Old Business**

- a. Following a discussion, Jeanine Samuelson moved and Gayle Camp seconded to approve the updated Personnel Policy. The motion carried.
- b. There was no new information on the outdoor electronic sign.

#### **New Business**

- a. There were no investments for the finance committee to review.
- b. Following a discussion, Sue Shollenberger moved and Laurie Gentry seconded to approve the following board officers for 2024. The motion carried. President Gay Kirkton, Vice President Travis Heavin, Secretary Jeanine Samuelson, Treasurer Gayle Camp.
- c. Year End Adjustments. Following a discussion, Laurie Gentry moved and Jeanine Samuelson seconded to raise the Non Resident yearly library card fee for 2024 from \$57.00 per year to \$62.00 per year. The motion carried. Laurie Gentry moved and Sue Shollenberger seconded the resolution to approve paying bills with prior approval. The motion carried.

#### **Public Comments**

There were no public comments.

### **Director's Report**

Director Dorris presented the Director's Report.

One of the Won doors (accordion fire doors on either side of the elevator) has been beeping and will not open and close. We've contacted the Won Door company and are waiting for a technician to contact us.

We are compiling 2023 statistics for the annual reports for the State Library and State Board of Accounts. I've included the top circulating items for 2023 in your packet.

Jeanine Samuelson moved and Laurie Gentry seconded to approve the Director's Report. The motion carried.

As there was no further business, Gayle Camp moved and Jeanine Samuelson seconded to adjourn the meeting. The motion carried.