



CARNEGIE PUBLIC LIBRARY OF STEUBEN COUNTY  
BOARD OF TRUSTEES  
Minutes of July 10, 2023, Meeting

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

President Heavin asked if the trustees had read the minutes of the June board meeting. Dave Olson moved and Jeanine Samuelson 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, Dave Olson moved and Sue Shollenberger seconded to approve the appropriation and financial reports. The motion carried.

**Old Business**

- a. The server replacement update will be tabled until the August meeting.
- b. Director Dorris presented the Updates to Bylaws. (copy attached). Dave Olson moved and Jeanine Samuelson seconded to approve the Updates to Bylaws. The motion carried.

**New Business**

- a. Director Dorris reviewed the Internal Controls Policy. (copy attached). Jeanine Samuelson moved and Gayle Camp seconded to approve the Internal Controls Policy. The motion carried.

**Public Comments**

There were no public comments.

**Director's Report**

Director Dorris presented the Director's Report.

The first phase of the parking lot is complete. Dave restriped and added width to the parking spaces. He's going to fill cracks and reseal the rest of the parking lot once the summer reading program is over.

All the documentation for the audit has been uploaded to the audit firm. I'm just waiting for questions and/or further requests for information. Travis and I attended the introductory meeting which lays out what they'll be doing and the timeline.

The chiller saga continues. They intended to start it up on June 30<sup>th</sup>, but were unable to for want of some kind of valve. We await the valve's arrival. The temperature in the children's department has been kept tolerable with portable AC units and fans.

I had mentioned last month that the budget increase percentage for 2024 was rumored to be close to 5%. But the legislature passed a law for 2024 and 2025 budgets capping the increase at 4%.

The Staff Luncheon will be Thursday, July 27 from 11:30-1:00 pm in the main meeting room. Dave Olson moved and Gay Kirkton seconded the motion to approve the Director's Report. The motion carried.

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