

**Wolcott Public Library
Board of Trustees Meeting
March 15, 2023**

Board Members Present: Bob Reed, Steve Monroe, Terry Van Fleet, Bobby-Jo Mendenhall, Ginny Keenan, Director- Dottie Patt

Excused: Deb Lewis, Bookkeeper-Kristl Spalding

Call to order – The meeting was called to order at 6:35 pm by Vice President Steve Monroe. President Bob Reed arrived shortly thereafter to assume running the meeting.

Minutes of the last meeting – Minutes of the February meeting were reviewed. A motion was made Bobby-Jo and seconded by Terry to approve the minutes. Motion carried.

Treasurer’s Report – The financial reports were reviewed. Everything is in line with the budget. Motion made by Bobby-Jo and seconded by Terry to approve the February 2023 financial reports. Motion carried.

Circulation report – The February circulation reports were reviewed. Circulation activity remains about the same.

Committee Reports – Policy review is ongoing.

Library Director Report:

NY State Annual Library report – Motion made that the Board approve the report by Bob Reed and seconded by Bobby-Jo. Motion carried.

Building inspection – Based on the Village of Wolcott building inspection recommendations to the library, the emergency lights have been fixed and are now working, a set of shelving is now bolted to the wall and the fire extinguishers have now been inspected and are up to date. However, the fire alarm system test showed the alarm goes off but it currently doesn’t notify the fire department in the case of a fire. Dottie will look into what it will cost to have the fire alarm system notify the fire department. Bob offered to assist with this.

New video conferencing system – The new video conferencing system purchased by the library was reported to be simple to use. It is being used for the Board meeting tonight and is used by other groups for their meetings at the library.

New computer – Dottie reported there is money in the budget to replace the computer that is greater than 5 years old per the OWWL system technology department recommendation. She will go ahead with this.

Hispanic Digital Literacy Classes – The library partnered with Literacy Volunteers of Wayne County to provide digital literacy classes in Spanish for the community. The classes are being paid for by a grant from ATT and the American Public Library Association. The six classes ended as of this past Monday.

Old Business

Technology Grant update – No update at this time.

Library Book Club – No update at this time.

Games at the Library Update – No update at this time.

New Business

None at this time.

Date of next meeting – **The next Board of Trustees meeting will be held on Wednesday, April 19, 2023,**
at 6:30 p.m.

The meeting was adjourned by President Bob Reed at 6:57 pm.

Respectfully submitted,
Ginny Keenan, Board Secretary