Red Creek Free Library

6817 Main Street

PO Box 760

Red Creek, NY 13143

Board of Trustees Meeting

December 10, 2024

6:00 PM

President, Tina Johnson; Vice President, Bonnie Hall; Treasurer, Heidi Dates, Secretary, Jane Stevenson, Jodi Rogers, Ashley Reese, Ashlee Smith, Director: Patti Alexander

Absent:

Guest:

1. **CALL TO ORDER:**

Tina Johnson called the meeting to order at 6:04 p.m.

1. **ADOPTION OF AGENDA**

**Motion 24-47:** Heidi Dates moved to approve the agenda. Ashlee Smith seconded and the motion was unanimously passed.

1. **PUBLIC EXPRESSION:** none
2. **APPROVAL OF MINUTES:**

**Motion 24-48:** Ashlee Smith moved to approve the November 10, 2024, minutes. Heidi Dates seconded and the motion was unanimously passed.

1. **EXECUTIVE SESSION:** Entered at 6:05 p.m. Left at 6:15 p.m.
2. **TREASURER’S REPORT**
3. **DIRECTOR’S REPORT**
   1. Presented by Patti Alexander (see attached)
4. **UNFINISHED BUSINESS**
   1. **2025 Budget:**

**Motion 24-49:** Ashley Reese moved to approve the 2025 Budget. Ashlee Smith seconded and the motion was unanimously passed.

* 1. **First Amendment Audit Policy:**

**Motion 24-50:** Heidi Dates moved to approve the First Amendment Audit Policy. Ashley Reese seconded and the motion was unanimously passed,

* 1. **Computer Install:** Was installed on December 10th.
  2. **New Patron Printer:** tabled until next meeting
  3. **Basket & Bake Sale:** Made $902.90 on basket and bake sale. Received $150 in donations.
  4. **Reminder to have Sexual Harassment Prevention Training:** To be completed by 12/31/24.
  5. **Reminder to have 2 hours of Continuing Education:** To be completed by 12/31/24.
  6. **Windows:** No update as of 12/9/24.
  7. **Water Fountain:** Patti will find someone to tear out old fountain.

1. **NEW BUSINESS**:
   1. **Director Review:** The board has unanimously approved a $.60 per hour increase in Patti’s salary effective 1/1/25.
   2. **New Year 2025:** Will need to do Long Range Planning.
   3. **Book Budget**  - needs to be increased for next year.
   4. **First Amendment Audit – Policy procedure** – discussed and Patti will come up with new procedure based on sample received from OWWL
   5. **Rose Valley Construction Offer** – if we buy materials to upgrade staff bathroom he will not charge us labor.
2. **Public Expression –** none
3. **NEXT MEETING** – Tuesday, January 14, 2025, at 6:00 p.m.
4. **ADJOURNMENT**

**Motion 24-51:** Heidi Dates moved to adjourn the meeting. Ashley Reese seconded and was unanimously passed. Meeting was adjourned at 7:04 p.m.

Respectfully submitted,

Jane M. Stevenson