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**Minutes for the
Meeting of the TRUSTEES OF THE HOAG LIBRARY
of the Swan Library Association
December 13th, 2023 7:00 PM**

CALL TO ORDER @ 7:00pm

Jim Babcock -excused Mary Covell- present Kevin Doherty- present Veronica Morgan-
absent Rachel Hicks- present Allyson DeBoard- present Dawn Squicciarini- present Linda
Weller- present Sandra Walter- present Betty Sue Miller- present

REVIEW and ADOPT AGENDA Motion

Motion to accept the Agenda- made by Kevin to accept as is,
2nd by Rachel- unanimous

PUBLIC FORUM OPPORTUNITY

No one at this time

REVIEW and POTENTIAL ADOPTION Motion

Minutes from regular Meeting held on November 8th, 2023
Moved to accept as presented by Rachel,
2nd Mary- unanimous

DIRECTOR'S REPORT Information REPORTS and REQUESTS FROM COMMITTEES

Information FINANCE COMMITTEE Information

Second read of the Investment Policy that was presented in the November 8th 2023
meeting

Board voted, based on committee recommendation- unanimous (in favor)

There was discussion about the names for different line items in the proposed budget,
presented by Betty Sue and Elizabeth.
There was also conversation about how different line items can be grouped together, ie.
snow plowing and copy machine repair were together, as they were both 'contracts.'
Elizabeth has updated the line items and groupings to better fit the quickbooks system the
library uses for their finances.

PERSONNEL COMMITTEE Information LOCAL HISTORY COMMITTEE Information

NOMINATIONS and ELECTIONS COMMITTEE Information

PLANNING COMMITTEE Information BUILDING AND GROUNDS Information

There was some discussion about the plowing, and the sidewalk situation. The town does plow the front sidewalk, though it is often later in the day. The contract for clearing the sidewalks (on the South side and around the parking lot) has been asked to also make a pass on the front sidewalk to ensure it is clear, not only before the library opens, but to also be clear for people walking on the sidewalk before library opens

FRIENDS OF THE LIBRARY Information Their Tasty Treats fundraiser was successful on the 7th, with a large turnout.

OLD BUSINESS Information • Print all meeting docs for Veronica

- Large size Computer screen for the visually impaired, using grant \$\$ from the Lions Club
Betty Sue shared which computer the large screen will be on.
- The proposed investment policy must be attached to the next Board packet for second/final read through voted on, and a new, formal version will be attached next meeting.
- Local History will meet and discuss investigating local hospitals

Sandra has gotten in touch with someone to meet up and get information about the Medina Hospital. She is also planning to meet with Dee (she works this weekend) for some information about the Albion Hospital.

- Betty Sue will follow up with the attorney about the abuse and molestation policy, as well as new applications
Buildings and Grounds will look into installing sound dampening panels for the ceiling

Betty Sue has not yet spoken to the attorney, so this will carry over to the next meeting.

- Elizabeth will reach out to Board members to see who has/needs a policy book

New members do not have them, though all previous members

- Betty Sue will ask Joanna/ Elizabeth to determine work done by millennium roads
not yet completed
- Create department specific emails for people to contact the library

The Finance committee will look into this, specifically in regards to bills/accounts, and will bring a recommendation on financial issues to the next board meeting. Rachel suggested polling what goes into and out of the current HOAG email account for the next month,

- Kevin and Betty Sue will create the document for NIOGA regarding Trustee Training

Betty Sue and Linda discussed a spreadsheet Linda has already created (in the shared drive). Kevin will find and update this document based on the trainings he has helped people sign up for.

NEW BUSINESS

Reminder: When committees meet a secretary needs to forward minutes from the meeting to the President,

Director and Assistant Director as part of official board business. All minutes are sent to committee members and filed.

UPCOMING EVENTS

December 16- Red Cross Blood Drive @ Hoag Library

Items to be added to next agenda:

- Sandra asked how many people use the EV chargers, and how much electricity is used by

them. Action Items for Next Meeting :

- Elizabeth will pull the report from the EV Solutions about the usage of the chargers to present ● Betty Sue will follow up with the attorney about the abuse and molestation policy, as well as new applications ● Betty Sue will ask the attorney about the creation of the renovation GL account
- Betty Sue will reach out the the attorney about the new/adjusted library policies
- Buildings and Grounds will look into installing sound dampening panels for the ceiling-
- The reformatted version of the new investment policy should be attached to the next Board packet ● Elizabeth will print out three policy books (binders) for the new Board members
- Betty Sue will ask Joanna/ Elizabeth to determine work done by millennium roads
- Create department specific emails for people to contact the library-
 - Finance committee will meet & recommend what to do with bills/accounts, specifically
- Kevin will update the spreadsheet Linda has already created with the trainings for this year/board

ADJOURNMENT

moved to adjourn @ 7:50 by Kevin, 2nd by Mary

2023 - 2024

President - Linda Weller **Vice President**- Mary Covell
Secretary- Dawn Squicciarini **Treasurer**- Rachael Hicks

Kevin Doherty - term exp 2024 Jim Babcock - term exp 2024 Dawn Squicciarini -
term exp 2025 Mary Covell - term exp 2026 Rachael Hicks - term exp 2026 Linda
Weller - term exp 2026

Veronica Morgan term exp 2027 Allyson DeBoard - School Appointee Sandra Walter ~
Village Appointee

Committee List

Buildings and Grounds:

Kevin Doherty ~ Jim Babcock ~ Rachel Hicks
~ This committee meets each quarter unless needed

Finance:

Linda Weller (required) Rachel Hicks ~ Kevin Doherty
~ This committee currently meets once a month week before meeting

Local History:

Veronica Morgan ~Sandra Walter ~ no schedule

Nominations and Elections Committee:

Veronica Morgan ~Sandra Walter
~ This committee meets January through April

Personnel:

Dawn Squicciarini ~ Mary Covell
~ This committee meets bimonthly or as needed

Planning:

Dawn Squicciarini ~ Kevin Doherty ~Mary Covell
~ This committee meets monthly to establish 1 and 5 years plans

Approved Minutes for the Meeting of the
TRUSTEES OF THE HOAG LIBRARY
of the Swan Library Association
November 8th, 2023 7:00 PM

CALL TO ORDER @ 7:03pm

Jim Babcock- present	Veronica Morgan- present	Mary Covell- present
Rachel Hicks- present	Kevin Doherty- present	Dawn Squicciarini- present
Linda Weller present	Allyson DeBoard- present	Sandra Walter- absent
Betty Sue Miller- present		

REVIEW and ADOPT AGENDA

Motion

Motion to accept the agenda by Mary,
2nd by Jim- unanimous

PUBLIC FORUM OPPORTUNITY

REVIEW and POTENTIAL ADOPTION

Motion

Motion to accept minutes Minutes from regular Meeting held on October 11th, 2023
Kevin moved to accept the minutes as presented,
2nd Rachel- unanimous

DIRECTOR'S REPORT

Ingrid Lamont has paid the remainder of the money for the new ScanPro printer/scanner device. She has also looked into the grants available through the Lions' Club to assist with viewing by visually impaired patrons. This will be reviewed and shared at December's meeting

Heating and Cooling has 'cited' the Library as deficient in some of the upkeep on the system so Betty Sue has scheduled this.

Mike and Michael were sent to a training

REPORTS and REQUESTS FROM COMMITTEES

FINANCE COMMITTEE

Met on November 2nd -
Rachel notes that Betty Sue shared some info with the finance committee about purchasing new computers (replacements), and based on that

information the finance committee has a recommendation for purchase. . Betty Sue reviewed the government site for similar computers, and compared it to the invoice from InfoAdvantage for the computers.

The finance committee recommends Betty Sue move forward with the purchase of the quipment in the amount of \$15,038.93 from InfoAdvantage per their quote- unanimous Linda abstained)

The committee recommends that Mike M works to his ability to begin the installation, and then call in support from InfoAdvantage when he needs it to complete the installation in a timely manner unanimous (Linda abstained)

Related to the Building and Grounds:

Motion

Jim moved to move forward with the fencing project with Preston's as quoted, 2nd Kevin unanimous

Kevin shared that there is now a proposal for a new investment policy. It will be read and discussed tonight, reviewed by the Board over the next month, and then read again, discussed, and voted at the next meeting.

PERSONNEL COMMITTEE

The committee did not meet in person, due to health reasons.
The Personnel committee recommends that in 2024 the library include an increase 3.2% per employee salary based on the cost of living adjustments– unanimous (Linda abstained)

BUILDING AND GROUNDS

Refer to finance committee information on fence bids

FRIENDS OF THE LIBRARY

Tasty Treats is coming up in December

OLD BUSINESS

Information

First reading of the Investment policy- was completed during the finance committee Rachel said the finance committee will discuss this, but they will reach out to the accountant to discuss policy for using electronic payments.

NEW BUSINESS

Reminder: When committees meet a secretary needs to forward minutes from the meeting to the President, Director and Assistant Director as part of official board business. All minutes are sent to committee members and filed.

UPCOMING EVENTS

December 7- Tasty Treats (Friends of the Library)

December 16- Red Cross Blood Drive @ Hoag Library

Items to be added to next agenda:

Action Items for Next Meeting:

Print all meeting docs for Veronica

Large size Computer screen for the visually impaired, using grant \$\$ from the Lions Club

The proposed investment policy must be attached to the next Board packet for second/final read through

Local History will meet and discuss investigating local hospitals

Betty Sue will follow up with the attorney about the abuse and molestation policy, as well as new applications Buildings and Grounds will look into installing sound dampening panels for the ceiling

Elizabeth will reach out to Board members to see who has/needs a policy book

Betty Sue will ask Joanna/ Elizabeth to determine work done by millennium roads
Create department specific emails for people to contact the library

Kevin and Betty Sue will create the document for NIOGA regarding Trustee Training

Linda will reach out to Elizabeth with information on "Bill" for approval and paying of invoices

ADJOURNMENT

Kevin moved to adjourn @ 8:15, 2nd Jim- unanimous

~~**DRAFT DRAFT DRAFT**~~
**Minutes for the
Meeting of the TRUSTEES OF THE HOAG LIBRARY
of the Swan Library Association
October 11th 2023 7:00 PM**

~ "Libraries change lives for the better" – Sidney Sheldon.~

CALL TO ORDER @

Jim Babcock- present	Mary Covell- present	Kevin Doherty- present
Veronica Morgan- present	Rachel Hicks- excused	Allyson DeBoard- present
Dawn Squicciarini- absent	Linda Weller- present	Sandra Walter- present
Betty Sue Miller- present	Elizabeth Haibach- present	

REVIEW and ADOPT AGENDA

Motion

Motion to accept the Agenda

Moved to accept as is- Jim

PUBLIC FORUM OPPORTUNITY

No public at this time.

Mid meeting- Leslie Dam- moved to Waterport about a year ago, and came to share how impressed she is with the library. She shared that there are some foundation grants that may be available to the library for their programs. She would like to look into this application and process to get some money if that would be possible.

REVIEW and POTENTIAL ADOPTION

Motion

Minutes from regular Meeting held on September 13th, 2023

Moved to accept as is- Kevin, 2nd Sandra- unanimous

DIRECTOR'S REPORT

Information

Please see the new light installed in the employee parking lot for safety.

Earlier this month, Betty Sue sent out a quote for the sprinkler system updates to bring it up to code. She will move forward with that in order to be recertified and up to code for the sprinkler system.

Betty Sue learned about a resurgence in services for those who are in varying stages of blindness of vision loss. She will reach out to the Office for the Aging, the School, and other agencies who would be able to inform her about potential services needed. A patron has requested that the library purchase a larger monitor for at least one of the computers, as she has experienced some vision loss with aged

Betty Sue looked into creating a contract for Joanna's services. She shared the current agreement from another NIOGA member library as an example. This will be forwarded to the finance committee for review and they will bring a recommendation to next month's meeting.

Scanner Purchase

Motion

Betty Sue also shared that she would like to purchase a scanner which is able to scan and print the old newspapers on microfiche. The new machine would cost \$6,245.50. Mrs. Ingrid Lamont asked that the money donated to the library in Roger's name when he passed be used for this. Ingrid has pledged to cover any remaining amount as it would have Roger's name on it.

Jim moves to authorize Betty Sue to purchase the Scan Pro 2500 from e-Image Data iao \$6,245.50 and authorize the Roger Lamont memorial donations, with the remainder to be paid in full by a donation by Ingrid Lamont.

2nd Mary- unanimous

REPORTS and REQUESTS FROM COMMITTEES

Information

FINANCE COMMITTEE

Information

Met on October 5th

There will be a small surplus at the end of the year, so the committee is working with Betty Sue and

Elizabeth to see what can be purchased prior to the end of the year to use that.

The committee recommends that the planning committee create some short term and long term projects for the future, for planning, saving, and review between the two committees together.

Elizabeth and Betty Sue are discussing the current health plan and coverage they receive. This is to be prepared for potential health insurance changes at the end of the year for next year. Kevin shared that the new, potential investment policy has been reviewed by the finance committee, and will

The committee recommends that the board give the Rachel, as the treasurer, authorization to follow the recommendation of the Morgan Stanley account manager when the certificates of deposit mature, through the end of 2023- unanimous

PERSONNEL COMMITTEE

Information

Did not meet, but will bring a recommendation on performance reviews at the next board meeting

LOCAL HISTORY COMMITTEE

Information

Did not meet, but plans to this month

NOMINATIONS and ELECTIONS COMMITTEE

Information

Not needed at this time

PLANNING COMMITTEE

Information

Did not meet, but will this month

BUILDING AND GROUNDS

Information

Completed:

- Power washing of the building
- Paving and striping of the parking lot
- Installed light in employee parking lot

There was a quote for the fencing, but Jim will continue to look around for additional quotes for the fencing and report back to the board.

Betty Sue did reach out for quotes to replacement room dividers in the meeting rooms. This is an ongoing project and will continue to be discussed as quotes are received and reviewed. In the meantime, Linda asked if the building and ground committee should look into installing some sound dampening panels on the ceiling. Linda will send some info to Betty Sue about some she has seen.

FRIENDS OF THE LIBRARY

Information

A new bench, purchased by the friends in the name of Gwen Hughson, has been installed in the children's library. Betty Sue has also suggested asking the Friend's to help with the next music series, as they have been successful. Betty Sue said the library will take a break for the music series over the winter. There was a lot of discussion around the table about replacing the time slot with other programs and possibilities to keep interest in programming high.

OLD BUSINESS

Information

Abuse and molestation policies

Betty Sue will report on this

NEW BUSINESS

The board authorizes Betty Sue to connect with the Lions Club about their grant application to assist patrons with vision issues, and apply when possible.

Executive Session- letter received

**Kevin moved to go into executive session @ 8:17,
Jim 2nd- unanimous**

**Jim moved to come out of executive session at 8:27,
2nd Mary- unanimous**

Reminder: When committees meet a secretary needs to forward minutes from the meeting to the President, Director and Assistant Director as part of official board business. All minutes are sent to committee members and filed. Should all members be sent committee meeting minutes?

UPCOMING EVENTS

October 18 & 25: Trustee Training “Documents for Library Trustees”

December 7- Tasty Treats (Friends of the Library)

December 16- Red Cross Blood Drive @ Hoag Library

Items to be added to next agenda:

- Finance committee recommendation for an agreement between millennium roads and the library
- Review/first read of the investment policy
- Discuss performance reviews and personnel committee recommendation

Action Items for Next Meeting :

- Print all meeting docs for Veronica and leave in an envelope for her.
- Forward the accounting agreement example to the finance committee-
- Finance committee to review above and bring a recommendation to the board
- Betty Sue will touch base with Lions Club and begin application process for vision-related grants ● Kevin will send out the investment policy to the board so they are ready for the first read and discussion at November’s meeting, and the second reading will be at the December meeting.
- Personnel committee will meet and bring a recommendation on performance reviews to the board for review
- Local History plans to meet and discuss investigating local hospitals
- Betty Sue will follow up with the attorney about the abuse and molestation policy
- Buildings and Grounds will look into installing sound dampening panels for the ceiling
- Elizabeth will reach out to board members to see who has and/or needs a policy book.

ADJOURNMENT @ 8:28pm

Jim moved to adjourn the meeting at 8:28,

2nd Kevin- unanimous

2023 - 2024

President - Linda Weller

Vice President- Mary Covell

Secretary- Dawn Squicciarini

Treasurer- Rachael Hicks

Kevin Doherty - *term exp 2024*

Jim Babcock - *term exp 2024*

Dawn Squicciarini - *term exp 2025*

Mary Covell - *term exp 2026*

Rachael Hicks - *term exp 2026*

Linda Weller - *term exp 2026*

Veronica Morgan *term exp 2027*

Allyson DeBoard - *School Appointee*

Sandra Walter ~ Village Appointee

Committee List

Buildings and Grounds: Kevin Doherty ~ Jim Babcock ~ Rachel Hicks

~ This committee meets each quarter unless needed

Finance: Linda Weller (required) Rachel Hicks ~ Kevin Doherty

~ This committee currently meets 2x a month, can look at meeting once a month

Local History: Veronica Morgan ~Sandra Walter

~ no schedule

Nominations and Elections Committee: Veronica Morgan ~Sandra Walter

~ This committee meets January through April

Personnel: Dawn Squicciarini ~ Mary Covell

~ This committee meets bimonthly or as needed

Planning: Dawn Squicciarini ~ Kevin Doherty ~ Mary Covell ~ This committee meets monthly to establish 1 and 5 years plans

**Minutes for the
Meeting of the TRUSTEES OF THE HOAG LIBRARY
of the Swan Library Association
September 13th 2023 7:00 PM**

~ *"The more that you read, the more things you will know. The more that you learn, the more places you'll go. " Dr. Seuss ~*

CALL TO ORDER @ 7:02pm

Jim Babcock- present Mary Covell- present Kevin Doherty- present Veronica Morgan- excused Rachel Hicks- present Allyson DeBoard- present Dawn Squicciarini- present Linda Weller- present Sandra Walter- excused Betty Sue Miller- present Elizabeth Haibach- present

REVIEW and ADOPT AGENDA Motion Motion to accept the Agenda by Jim, 2nd Kevi- unanimous

PUBLIC FORUM OPPORTUNITY

No general public present

Sonny Graff - Insurance Agent Presentation - Question period

Here to make a presentation for the board in favor of moving the Library's insurance to Hanover Insurance from Utica Insurance.

He presented a packet with the current valuation and coverage under Utica Insurance, and also how it would change/what it would be under Hanover Insurance.

Mr. Gaff went on to also share some differences with coverage for the Library if they were sued for various reasons, and how the coverage would change.

Kevin shared some ideas from the finance committee about why this process was begun, and their thoughts about the change. He shared that the committee is in favor of moving to Hanover Insurance with Westchester Insurance to cover the Directors and Liability, as noted in the packet provided by Mr. Gaff.

Kevin moves that, pursuant to the Finance Committee's recommendation, the board accept the presentation and quote provided by Albion Agencies to switch the Library's insurance to Hanover

Insurance and Westchester Insurance IOA \$12,230.33, on or before the next billing cycle, 2nd Mary unanimous

REVIEW and POTENTIAL ADOPTION Motion Minutes from regular Meeting held on August 9th, 2023
Mary moves to accept the August Meeting minutes as presented, 2nd Rachel- unanimous

DIRECTOR'S REPORT Information

Water main break - Betty Sue shared there was a breakdown in communication when this happened, and there was a response from Joyce Riley for the village.

Driveway/parking lot- All is completed except for the painting/lining, which will be completed tomorrow. Insurance- presentation completed earlier

Summer Reading Recap- Betty Sue shared that while they still have good turnout with the younger children, they had almost no interest from teens. She is hoping to work with the middle school (teachers and librarians) to build year-long interest to further involvement for the summer months.

REPORTS and REQUESTS FROM COMMITTEES Information

FINANCE COMMITTEE Information Did not meet beyond the meeting with Mr. Gaff regarding insurance. Rachel shared that the committee did roll over the CD discussed in the previous meeting, as the interest rate increased again.

Kevin moved that that Rachael, as the treasurer, have the permission to follow the recommendation of the Morgan Stanley account manager when the certificates of deposit mature, and then report the action taken to the finance committee for their report at the next board meeting, 2nd Mary- unanimous

Linda reminded the board to always ask if they have questions regarding the financial reports. Members of the financial committee can answer questions, as well as Betty Sue or Elizabeth.

PERSONNEL COMMITTEE Information

Met on 8/21/2023 - will give recap Mary shared the committee did review the Abuse and Molestation policies, and those have been sent to the attorney. A response from them is still pending.

Mary also shared that the committee met with Betty Sue about a timeline for potential retirement. It is not a current goal, though pulling back from duties or working part time may be.

LOCAL HISTORY COMMITTEE Information Linda noted they have not met, but plan to in

October

NOMINATIONS and ELECTIONS COMMITTEE Information

PLANNING COMMITTEE Information Wish List- Did not meet

BUILDING AND GROUNDS Information Some employees have said that the lights in the back of the Library, in the employee parking lot are not working. At night, especially as it is getting dark earlier, it is a safety/comfort issue for them. There was some discussion around the table about the fence which will eventually replace the dying bushes out there

FRIENDS OF THE LIBRARY Information

OLD BUSINESS Information Abuse and molestation policies- will review when policy changes come back from attorney

NEW BUSINESS

Betty Sue shared that a group would like to reserve a room for an LGBTQ+ teen group. This same group has a similar program in Batavia and it has some success.

Betty Sue shared the letter Sandra obtained from the Village, but there was still some question about the amount of change in the Library's bill. There has been a rate change, but an exponential change that was a surprise to the library.

Linda shared that the School shared an update on the Capital Project occurring. She asked if the library would like some of their update packets to have in case a patron is interested.

Mary moved to adjourn at 8:00pm, 2nd by Rachel- unanimous

Reminder: When committees meet a secretary needs to forward minutes from the meeting to the President, Director and Assistant Director as part of official board business. All minutes are sent to committee members and filed. Should all members be sent committee meeting minutes?

UPCOMING EVENTS

October 18 & 25: Trustee Training "Documents for Library Trustees"

Items to be added to next agenda :

Action Items for Next Meeting :

ADJOURNMENT

2023 - 2024

President - Linda Weller **Vice President** - Mary Covell

Secretary - Dawn Squicciarini **Treasurer** - Rachael Hicks

Kevin Doherty - term exp 2024 **Jim Babcock** - term exp 2024 **Dawn Squicciarini** - term exp 2025 **Mary**

Covell - term exp 2026 **Rachael Hicks** - term exp 2026 **Linda Weller** - term exp 2026 **Veronica Morgan**

term exp 2027 **Allyson DeBoard** - School Appointee **Sandra Walter** ~ Village Appointee **Committee**

List

Buildings and Grounds : Kevin Doherty ~ Jim Babcock ~ Rachel Hicks

~ This committee meets each quarter unless needed

Finance: Linda Weller (required) Rachel Hicks ~ Kevin Doherty

~ This committee currently meets 2x a month, can look at meeting once a month

Local History: Veronica Morgan ~ Sandra Walter

~ no schedule

Nominations and Elections Committee : Veronica Morgan ~ Sandra Walter ~ This committee meets

January through April

Personnel : Dawn Squicciarini ~ Mary Covell

~ This committee meets bimonthly or as needed

Planning : Dawn Squicciarini ~ Kevin Doherty ~ Mary Covell ~ This committee meets monthly to establish 1 and 5 years plans

**Meeting Minutes
for the
Meeting of the TRUSTEES OF THE HOAG LIBRARY
of the Swan Library Association
August 9th 2023 7:00 PM**

~ Reading is an Adventure that never ends ~

CALL TO ORDER @ 7:03pm

Jim Babcock- excused Mary Covell- present Kevin Doherty- present Veronica Morgan- present Rachel Hicks- present Allyson DeBoard- present Dawn Squicciarini- present Linda Weller- present Sandra Walter- present Betty Sue Miller- present

Introduction of Allyson DeBoard, representative from the ACS School Board

REVIEW and ADOPT AGENDA Motion Motion to accept the Agenda by Kevin, 2nd Mary- unanimous

PUBLIC FORUM OPPORTUNITY

REVIEW and POTENTIAL ADOPTION Motion

Minutes from regular Meeting held on June 14th 2023

No Meeting was held in July 2023

Kevin moved to accept the minutes as presented, 2nd Sandra- unanimous

DIRECTOR'S REPORT Information

- Updates have been sent to Trustees in emails :Hoopla, Water bill Betty Sue shared the :Hoopla information, as that may be a large part of the 'decline' in circulation. The use of :Hoopla has increased significantly, and Betty Sue has decreased the purchasing budget, to move some of those funds to the cost of :Hoopla, as she does not want to limit the amount of books patrons are able to use in a given month.

There was also some discussion about the use of Libby

- Betty Sue attended the first System Advisory Committee (SAC) meeting at Nioga. The nine member committee is charged with guiding Nioga and planning for the future. This is similar to the Planning committee of this Board, just at a larger level. Betty Sue has discussed putting statistics online, as well as how some other area libraries are dealing with members of the public who wish to challenge books that are available through the NIOGA system. Betty Sue did share that there is a form for someone to fill out to 'challenge' a book that is in the library, but that has never been filled out and turned in during Betty Sue's tenure as director.

- Summer reading is going well and will wrap up on August 11th.

There has been some inconsistent attendance for summer reading events, so Betty Sue and Elizabeth will review over the next year and make some changes for next summer. They are also not serving ice cream for the closing picnic, as there was some confusion with Health Department permits.

Also, Betty Sue shared that the Water Bill has tripled since the last bill. The usage has not changed, so Betty Sue reached out to Joyce Riley about the change in cost (which seems to be a fee for businesses with the 1 inch meter, which is needed for the sprinkler system). Sandra, the village Board representative, will reach out to the village board to discuss.

REPORTS and REQUESTS FROM COMMITTEES Information

FINANCE COMMITTEE Information Report to be given at meeting There will be motions to be approved

Rachael shared information on the money in the MorganStanley account, as the plan to move it from the account it is in, into another account with better interest rates. Kevin shared his thoughts, as a member of the committee, why the other members of the committee see this as the best and most expedient option, including the information regarding the CD's current rate of 5.2%.

Linda shared that even if the board grants this one time permission to Rachel, she would be expected to share the information at the next board meeting, just to fulfill the board's duty to be fiscally responsible and report

The committee recommends that Rachael, as the treasurer, have the permission to follow the recommendation of the Morgan Stanley account manager when the certificates of deposit mature, and then report the action taken to the finance committee for their report at the next board meeting.- unanimous

Rachel also shared that, as the committee decided to use the line of credit to pay for the paving of the driveway, which was approved at the June Board Meeting, instruction was given to the bookkeeper from Millennium Roads to prepare checks for the payment of the paving.

Betty Sue and Elizabeth will begin the budget process soon for next year's budget, making lists of what they think will need to be changed for the upcoming year. This will be reported to the finance committee to keep them in the loop for the budget process.

PERSONNEL COMMITTEE Information Betty Sue shared with the Board that several of the insurance companies she has been speaking with have concerns with the applications- both the volunteer and employment

applications. AfterThe personnel committee reviews them, Betty Sue will send both to the attorney before they are brought to the board for approval.

LOCAL HISTORY COMMITTEE Information Committee needs to meet

Sandra has said the committee didn't meet, but she did share some ideas she has for the committee- sharing information about the old Hospital, or other hospitals in Orleans County. Other Board members shared community members they know who would like to be a part of this committee.

NOMINATIONS and ELECTIONS COMMITTEE Information

PLANNING COMMITTEE Information Committee needs to meet

BUILDING AND GROUNDS Information

Milling machine will be delivered on Aug 17th, as it is a rented machine. The driveway entrances will be milled on the weekend, to lessen impact on traffic. The paving will take place the next week, planned to be done the beginning of the next week. The quote from Chris Atwell is \$2,850 for sealing the cracks, sealing the portion of the driveway not paved this year, and painting the stripes for the parking spots for the entire parking lot.

Kevin moves the Board to accept the quote above and have Chris Atwell complete the sealing and painting when the paving is finished, 2nd Dawn unanimous.

Kevin shared that Jim reached out to some contacts about having the building washed and after looking into the options he recommended the library hire Ron Manella to power wash the property.

Manella's quote is \$2,830 to power wash the building, the windows, and the solar panels. Linda confirmed he is insured, and it was confirmed.

Kevin moves that the Board accept the quote above from Ron Manella to power wash the property, 2nd by Mary- unanimous

Also, on the North side of the property the Board originally wanted to install a privacy fence. They were informed at the time they could not, due to personal preference of the building inspector, and so several bushes were planted instead. Many of the bushes have died, and the building and grounds committee recommends installing a fence at this time. Jim has reached out to several contacts for information on fencing specifics and the committee plan to report at the next meeting.

FRIENDS OF THE LIBRARY Information Provided food and drinks for Summer Reading Kickoff party.

OLD BUSINESS Information Linda to reach out to Sue Starkweather-Miller for local history committee - completed

NEW BUSINESS

Reminder: When committees meet a secretary needs to forward minutes from the meeting to the President, Director and Assistant Director as part of official board business.

UPCOMING EVENTS

October 18 & 25: Trustee Training “Documents for Library Trustees”

Items to be added to next agenda:

Action Items for Next Meeting :

Sandra will reach out to Joyce Riley and plan a sit down between the two of them and Betty Sue for more information on the significant increase in the water bill. They will bring information to the next meeting.

The personnel committee will meet within the next week or two to review the application changes Elizabeth has made, AND the abuse and molestation policy recently updated. Once they have reviewed and are comfortable with the new applications and the wording of the new policy, Betty Sue will share with the attorney for his approval before anything is brought to the Board for approval.

Sandra will reach out to Sue Starkweather Miller, Bill Latin, and Dee Robinson to set up a meeting time for this renewed history committee to meet.

The building and grounds committee will report at the next meeting information on fencing options for the north of the property.

Carryover old business- Betty Sue is working on the contract between the library and millennium Roads

Planning committee will meet to discuss a list of future building plans.

ADJOURNMENT

Motion to adjourn made by Mary @ 8:24, 2nd Dawn- unanimous

2023 - 2024

President - Linda Weller **Vice President**- Mary Covell **Secretary**- Dawn Squicciarini **Treasurer**- Rachael Hicks **Kevin Doherty** - *term exp 2024* **Jim Babcock** - *term exp 2024* **Dawn Squicciarini** - *term exp 2025* **Mary Covell** - *term exp 2026* **Rachael Hicks** - *term exp 2026* **Linda Weller** - *term exp 2026* **Veronica Morgan** *term exp 2027* **Allyson DeBoard** - *School Appointee*
Sandra Walter ~ Village Appointee

Committee List

Buildings and Grounds: Kevin Doherty ~ Jim Babcock ~ Rachel Hicks
~ This committee meets each quarter unless needed

Finance: Linda Weller (required) Rachel Hicks ~ Kevin Doherty

~ This committee currently meets 2x a month, can look at meeting once a month

Local History: Veronica Morgan ~Sandra Walter

~ no schedule

Nominations and Elections Committee: Veronica Morgan ~Sandra Walter

~ This committee meets January through April

Personnel: Dawn Squicciarini ~ Mary Covell

~ This committee meets bimonthly or as needed

Planning: Dawn Squicciarini ~ Kevin Doherty ~ Mary Covell ~

This committee meets monthly to establish 1 and 5 years plans

TRUSTEES OF THE HOAG LIBRARY
of the Swan Library Association
July 12th 2023 7:00 PM

Meeting Canceled

MINUTES for the
Meeting of the TRUSTEES OF THE HOAG LIBRARY of the Swan Library
Association

June 14th 2023 7:00 PM

Civilized nations build libraries; lands that have lost their soul close them down.

~Toby Forward-

CALL TO ORDER @ 7:01

Jim Babcock- present

Mary Covell- excused

Rachel Hicks - present

Della Morales- Abs.

Linda Weller - present

Sandra Walter- present

Veronica Morgan - present

Kevin Doherty - present

Dawn Squicciarini- excused

Betty Sue Miller - present

Betty Sue introduced the two new members to the board

REVIEW and ADOPT AGENDA

MOTION

Motion to accept the Agenda

Kevin moved to adopt the agenda as presented,

2nd Rachel- unanimous

PUBLIC FORUM OPPORTUNITY

Presentation on the bid for redoing the driveway and parking lot

- Joshua Cooper- Five Star Paving
- Shared a map with information about the location of paving
- Current lot is in good shape, so will only be milled down two inches
- New asphalt will be 2 ½ish inches, and then compressed down
- An inspection did show that there are no large depressions, and he would only mill down those areas which have cracks
- 25,000sq ft, with 18,000sq ft to be milled out with the plan presented
- Putting down the asphalt should be down in one load, as it is not cost effective to split that
- Milling will be done in sections and can be driven on while waiting for the asphalt to be placed down
- The asphalt should have about 12 hours to set before it is fully utilized
- Discussed the different types of binder and asphalt, as well as the machines to be used in the process to make sure the parking lot smooth and sturdy for several years to come

- \$81,500 for the complete job- milling, paving, and rolling/finishing
- 25% is needed for a deposit, as material costs are large up front
- The rest of the money is not due until the successful completion of the lot

There was some conversation about the cracks in the employee parking lot, vs needing to mill those and replace the whole area.

There was conversation about the entrances and days that are more or less busy than others, and making sure that neighboring businesses will also not be inconvenienced.

There was also discussion about weather and flexibility, as the library should plan for an extra day or two if weather excludes putting down the asphalt.

There was also some conversation about the slope angle on the front entrance to the parking lot, due to the level of the street and the sidewalk, determined by the street.

This angle means that the entrance will quickly break down and need to be re-done again, not through any fault of the paver as the steep angle cannot be changed.

A new member asked to clarify if the quote covers any of the employee parking lot, and it does not. Jim said that after the inspection, only patch sealing was needed for that area and he will bring a price for that, along with the striping, once this resolution is settled.

REVIEW and POTENTIAL ADOPTION

Motion

Minutes from regular Meeting held on April 12th 2023
 Jim motioned to approve the minutes as noted,
 2nd Sandra- unanimous

DIRECTOR'S REPORT

Information

- All canned lights have been replaced
- Some fixtures were different and need to be replaced, but it is under Betty Sue's allowed amount, so she told them to do it
- Friend's chair auction was last weekend and they made over \$900

REPORTS and REQUESTS FROM COMMITTEES

Information

FINANCE COMMITTEE

Information

No meeting this month, but reviewed the emailed packet information

- Shared that some notes from Chelsey (accountant) were received, which will be reviewed at the next meeting and they plan to have a proposal for the July board

meeting

- Insurance is currently through Utica National, managed through Tompkins in Batavia, doesn't renew until September and the finance committee is looking around to see if there is a better option- Rachel would like to see it come to an Orleans County business if possible. Betty Sue did speak with a person from Albion Agencies and they have the option to shop around and his office does work with Utica National.
- The finance committee also noticed that there was a large in
- Finance also discussed with the personnel committee the rate change for an employee, which will be presented under that committee report. The finance committee recommends this adjustment.

There was talk around the table about meeting with Tompkins and giving them the option to give a better deal, while preparing to look around before any serious steps are taken.

PERSONNEL COMMITTEE

Information

In addition to/action on the emailed report:

- The finance committee recommends that current employee, Brianna, who will graduate from high school and eligible to work additional hours, to update her title from Student Library Clerk to library Assistant, and to also update her pay from \$14.50 per hour to \$15.00 per hour- unanimous
- The committee recommends the library close early the day before the the July 4th holiday at 5pm, as on Fridays- unanimous

LOCAL HISTORY COMMITTEE

Members needed

- Sue Starkweather miller, local historian, is willing to be on the local history committee (Betty Sue will call)
- Sandra would also like to be on this committee

NOMINATIONS and ELECTIONS COMMITTEE

New members are

Sandra Walter

Veronica Morgan

PLANNING COMMITTEE

There was not a meeting this month, as several members are busy with the end of the school year. They plan to meet at the end of this month, so please reach out to a committee member if you would like them to discuss.

BUILDING and GROUNDS

Information

The lights have been replaced, and Betty Sue is reaching out to NIOGA for a NYS Building grant, specifically for blinds in the meeting room and around the library

Discussion of bid to repave the remaining section of the driveway and parking lot **MOTION**

It is the recommendation of the building and grounds committee that, after seeking bids from four companies, to accept the contract from Five Star Paving in the amount of \$81,500 as presented earlier in the meeting, with approval for 25% up front and the full amount of the contract coming from the line of credit-

2nd Sandra - unanimous

Rachel made the motion that When the above mentioned paving is complete and approved by both the building and grounds committee and the director, the balance of the contract will be paid in full,

2nd Sandra- unanimous

FRIENDS OF THE LIBRARY

Had 32 chairs, and made \$910 last week during the strawberry festival. Betty Sue shared that Tom Rivers wrote up a nice story in the paper and also gave the volunteers some suggestions to help make the sale more profitable and noticed next year.

OLD BUSINESS

Motion

Betty Sue will contact Lynn Johnson about the Millenium Roads contract.

- She did email to discuss a contract and a plan for vacations, etc
- Waiting for a response

Betty Sue will reach out to the attorney and the Bonadio Group for advice on creating a monthly EFT payment reconciliation by the treasurer.- done

Linda needs to call Morgan Stanley to move funds from the investment account to the money

market account.- Rachel was added to this account recently, and will take over this task
Betty Sue will respond to John Grillo with the above noted message about sign usage.- done
Betty Sue will respond to the email request for use of the meeting room with the above noted message.- done

NEW BUSINESS

- Both Sandra and Veronica have both been added to the Local History Committee, and Betty Sue will reach out to Sue Starkweather Miller
- Both Sandra and Veronica have also both been added to the Nominations and Elections Committee

Reminder: When committees meet a secretary needs to forward minutes from the meeting to the President, Director and Assistant Director as part of official board business.

UPCOMING EVENTS

SRP Kickoff Party Jul 5, 2023

Items to be added to next agenda:

Action Items for Next Meeting:

Betty Sue will look into the large change in the water/sewer before the next meeting.

Betty Sue will reach out to Sue Starkweather Miller about joining the Local History Committee.

Betty Sue will reach out to NIOGA for a NYS Building grant to renovate the library, specifically for blinds in the meeting room and around the library.

Rachel will call Morgan Stanley to move funds from the investment account to the money market account.

ADJOURNMENT

Motion made by Jim, 2nd Veronica- unanimous

TRUSTEES OF THE HOAG LIBRARY
of the Swan Library Association
May 10th 2023 7:00 PM

Meeting Canceled

Minutes for the
Meeting of the TRUSTEES OF THE HOAG LIBRARY
of the Swan Library Association
April 12th 2023 7:00 PM

To those with ears to hear, libraries are really very noisy places. On their shelves we hear the captured voices of the centuries-old conversations that make up our civilization. ~ Timothy Healy ~

CALL TO ORDER @ 7:03

Jim Babcock- present Mary Covell- present Kevin Doherty- present Rachel Hicks Della Morales- present Dawn Squicciarini- present
Linda Weller- excused Betty Sue Miller- present

REVIEW and ADOPT AGENDA Motion Motion to accept the Agenda as is by Kevin, 2nd Dawn- unanimous

PUBLIC FORUM OPPORTUNITY

REVIEW and POTENTIAL ADOPTION Motion Minutes from regular Meeting held on March 8th 2023

Moved to accept as is by Rachael, 2nd Jim- unanimous

DIRECTOR'S REPORT Information In emailed packet

Betty Sue shared that there is another donation in the name of Roger Lamont, and she will speak with Ingrid about how she would like the money to be spent.

There is another blood drive at the end of the month, and it looks like the library is now in their regular rotation, with another in August and December already on the books.

The Friend's chair auction has been moved back to Strawberry Festival Weekend

Solar Panel savings-the finance committee reviewed the savings and expenditures for and from the solar panels and Betty Sue has this itemized.

REPORTS and REQUESTS FROM COMMITTEES Information

FINANCE COMMITTEE Information

In emailed packet

The committee decided the library will not pay for tickets for Board members to attend the NIOGA annual meeting/dinner ticket, but they will pay for the librarians' tickets.

As recommended above by the committee- unanimous

Line from 4130 has been changed from "local aid" to "NYS library aid" so it does not cause confusion with taxpayer funds.

As it is a large purchase, the AED possibilities were also reviewed at the committee meeting. Elizabeth shared the new information she now has, after speaking with Scott Buffin. She shared the grant, recommendation for the product, and needs for training, as well as what questions are still outstanding that she has asked and is

waiting for responses.

Kevin moved to authorized to purchase the Zoll AED Plus machine from AEDgrant.com and the peripheral expenses up to \$2000, 2nd by Jim- unanimous

Betty Sue will reach out to the attorney and the Bonadio Group for advice on creating a monthly EFT payment reconciliation by the treasurer.

Recommendation of the committee to move funds in the investment account into money markets unanimous

LOCAL HISTORY COMMITTEE

Members needed

NOMINATIONS and ELECTIONS COMMITTEE

Veronica Morgan brought in her completed petition with the correct number of signatures by certified electors within the service area, and she lives within the district.

Kevin moved to waive the portion of the protocol to draw lots, Dawn 2nd- unanimous

PLANNING COMMITTEE

BUILDING AND GROUNDS

WNY Flooring came in to review the floors and gave the committee a quote iao \$2,405 for floor resurfacing. The committee recommended to Betty Sue to move forward with scheduling this based on the quote and her authorized purchase limit.

Betty Sue had Nathan come from GoForth Electric for a quote iao \$7,320 about the lights, to replace several of the can lights. The whole fixture needs to be replaced in some areas, and any that are not yet LED lights will be upgraded.

The committee recommends to follow through with the quote from GoForth Electric, which has been approved by the treasurer- unanimous

FRIENDS OF THE LIBRARY

Meeting Notes in emailed packet

OLD BUSINESS Updates

NEW BUSINESS

Request for electronic billboard usage Motion Letter in emailed packet

Kevin shared that the policy since the sign was installed has been that the library only promotes activities in which the library is a co-sponsor. The concern of some of the board members was that saying yes to one non-library activity opens up more groups to ask for sign use.

At this time, the library will stay with the current policy of only promoting activities in which the Library is a co-sponsor. Betty Sue will offer, when responding, for the village recreation committee to have a lawn sign to be updated weekly with the location of the concert.

Betty Sue received a request for a woman to use the Curtis Room after a funeral, with a large date range asking for availability. The current policy is that meeting rooms are not available for private functions,

Reminder: When committees meet a secretary needs to forward minutes from the meeting to the President, Director and Assistant Director as part of official board business.

UPCOMING EVENTS

Red Cross Blood Drive, April 15

Hoag Library of the SLA Annual Meeting, May 1, 7pm

Items to be added to next agenda:

Action Items for Next Meeting :

Betty Sue will contact Lynn Johnson about the Millenium Roads contract.

Betty Sue will reach out to the attorney and the Bonadio Group for advice on creating a monthly EFT payment reconciliation by the treasurer.

Linda needs to call Morgan Stanley to move funds from the investment account to the money market account.

Betty Sue will respond to John Grillo with the above noted message about sign usage. Betty Sue will respond to the email request for use of the meeting room with the above noted message.

ADJOURNMENT @ 8:18 moved by Kevin, 2nd by Dawn- unanimous

2023 - 2024

President - Linda Weller **Vice President**- Mary Covell

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Kevin Doherty - term exp 2024 **Jim Babcock** - term exp 2024 **Dawn Squicciarini** - term exp 2025

Mary Covell - term exp 2026 **Rachael Hicks** - term exp 2026 **Linda Weller** - term exp 2026 **Della**

Morales - School Appointee

Committee List

Buildings and Grounds: Kevin Doherty ~ Jim Babcock ~ Rachel Hicks ~

This committee meets each quarter unless needed

Finance: Linda Weller (required) Rachel Hicks ~ Kevin Doherty

~ This committee currently meets 2x a month, can look at meeting once a month

Local History: appointees needed

~ no schedule

Nominations and Elections Committee: appointees needed

~ This committee meets January through April

Personnel: Dawn Squicciarini ~ Mary Covell

~ This committee meets bimonthly or as needed

Planning: Dawn Squicciarini ~ Kevin Doherty ~ Mary Covell

~ This committee meets monthly to establish 1 and 5 years plans

Minutes for the
Meeting of the TRUSTEES OF THE HOAG LIBRARY of the Swan Library
Association

March 8th 2023 7:00 PM

A library in the middle of a community is a cross between an emergency exit, a life raft and a festival. They are cathedrals of the mind; hospitals of the soul; theme parks of the imagination.

~Caitlin Moran~

CALL TO ORDER @ 6:18, and immediately into executive session for the audit presentation by the Bonadio Group
Jim Babcock- present @ 6:57 Mary Covell- present Kevin Doherty- present
Rachel Hicks- present Della Morales- excused Dawn Squicciarini- present
Linda Weller- present Betty Sue Miller- present

Return from Executive session @ 6:50 with a break until 7:00

Return @ 7:03

REVIEW and ADOPT AGENDA Motion Motion to accept the Agenda as is made by Mary C, 2nd by Rachael

PUBLIC FORUM OPPORTUNITY

Presentations:

Catherine Moore of Friends of the Library

The Friends of the Library has four active members, and is looking for some support to advertise their activities from board members.

Bonadio Group - Audit of the Hoag Library

Jothathan Miller, of the Bonadio Group, to present the results of the audit. Chelsea noted in her presentation: They did not identify any material weaknesses in internal control, though they did note internal control improvement opportunities available, which were discussed with management.

Kevin move that the trustees approve the audit as presented, authorize the signature representation letters from management, and authorize the President to sign the e-file form 990- 2nd by Dawn- unanimous

Authorize the officers to sign the engagement letter to the Bonadio Group for next year's audit, 2nd Mary unanimous.

REVIEW and POTENTIAL ADOPTION Motion Minutes from regular Meeting held on December 14th 2022

Mary moves to approve the minutes as is, 2nd Rachael- unanimous

DIRECTOR'S REPORT Information

FINANCE COMMITTEE Motion The committee is recommending that the board authorize the finance committee to move money within the existing Morgan Stanley account to maximize growth.

Mary moved to approve the budget as presented- 2nd Dawn- unanimous

Budget approval Motion Mileage rate Motion The finance committee recommends the library continuously matches the federal mileage rate reimbursement amount if and when that changes- unanimous.

Rachael also shared again several of the notes from the last meeting, where there was not a quorum. Included in her review:

- The budget surplus, including items the staff would like to use some of the money for (Christmas decorations)
 - Roughly \$120,000, of which \$30,000 is a holdover for paving updates
- Updating and formalizing the contract with Millennium Roads regarding Joanna's hours and absences ●
Review of the recommendation to look at Cintas products for an AED and other various safety supplies for the library.
 - Elizabeth also shared how she felt the need for further safety measures regarding blood, sanitary cleanup, and supplies for the medical kit. Betty Sue also noted that safe cleanup may be needed for bloodborne pathogens and other bodily fluids. There was conversation around the table regarding safety measures, proper disposal of sharps and blood cleanup supplies, including the use and need for them.
 - Kevin noted that while the cost of the AED and possible service of the machine is large and requires review by the board at large, the lower cost items are completely under the purview of Betty Sue and the day to day running budget of the library.

LOCAL HISTORY COMMITTEE Motion Members needed NOMINATIONS and ELECTIONS COMMITTEE - ACTION

Need to appoint people to this committee

MAry and Rachael have joined this committee

Approval protocol **Motion Mary moves to approve the protocol as presented- 2nd Rachael- unanimous**

PERSONNEL COMMITTEE Information Recommend Youth Services Librarian job description and have board approve- unanimous

PLANNING COMMITTEE

BUILDING AND GROUNDS

FRIENDS OF THE LIBRARY

See Presentation Section

OLD BUSINESS Updates

- Rachel will reach out to Joanna about the closing of the 5 Star payroll account. - completed ● Betty Sue will send the draft policy for accession/deaccession to the attorney, and at the same time check on the status of the policy handbook. This has been sent, and Betty Sue is waiting for attorney response
- Kevin will reach out to Mitch from InfoAdvantage regarding future safety of the server and backups still pending
- Review of Marketing Proposal three month trial under review
 - Kevin recommended speaking with her about an annual giving campaign-
 - Maybe a section of the social media for the friends, specifically the chair auction

NEW BUSINESS

Reminder: When committees meet a secretary needs to forward minutes from the meeting to the President, Director and Assistant Director as part of official board business.

Nioga Letter - Opening on the board of Nioga board

Kevin moved to nominate Gloria Nauden to the open NIOGA position, 2nd Mary- unanimous Kevin

moved to accept the annual report as is, and have Betty Sue send to NYS, 2nd Mary- unanimous

Betty Sue shared that the library has received additional donations from former Albion resident Rebecca Greene specifically for buying toys, and the Jonathan Doherty Memorial toy collection, for toys children may borrow from the library. Also, Dee Robinson has been asked to write an article from a Genealogical magazine. She is being recognized for her by someone who traveled to the library to do some research and her support was excellent.

UPCOMING EVENTS

Annual Report Due to NYS, March 15

Nioga Trustee Education, *Library Trustee Responsibilities*, March 22, 6pm-8pm, Zoom Nioga Trustee Education, *Library*

Trustee Responsibilities, March 29, 6pm-8pm, Zoom Red Cross Blood Drive, April 15

Hoag Library of the SLA Annual Meeting, May 1, 7pm

Items to be added to next agenda:

Action Items for Next Meeting :

Betty Sue will call Paul Pettit for his input on the need for and AED in the library, and any other first aid requirements.

ADJOURNMENT

Rachael moves to adjourn @ 8:17, 2nd by Jim- unanimous

2023 - 2024

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TRUSTEES OF THE HOAG LIBRARY
of the Swan Library Association
February 8th 2023 7:00 PM

No Quorum

TRUSTEES OF THE HOAG LIBRARY
of the Swan Library Association
January 11th 2023 7:00 PM

Meeting Canceled