**Dormann Library**

**Board of Trustees**

**Minutes**

Tuesday, October 17, 2023

**Present:** K. Ortiz, H. Schneider, S. Wing, D. Shugars, L. Rumsey, and L. Zawrotny

**Call Meeting to Order:** 5:35 p.m.

**Adoption of Agenda** – H. Schneider moved to approve. D. Shugars Seconded. Approved.

**Period for Public/Staff Expression**: None

**September Meeting Minutes:** D. Shugars moved to approve. H. Schneider Seconded. Approved.

**Correspondence:** None

**Director's Report** – LeighAnn Rumsey

* Confirmed Heather, Tess, and LeighAnn need to be approved to sign bank checks.\*\*
* Heather confirmed details of our vote via email to cash out accounts (Wells Fargo). Once signers are approved, Heather will complete paperwork to do so. (see below)
* Board Training will be via Zoom on Friday 12/1/23. Time to be determined (around usual meeting time).
* LeighAnn submitted grant to Corning Foundation (grant is for $100,000)
* LeighAnn asked about tax cap override - if it’s worth it to upset the community. There was a question if this was for the 2024 or 2025 budget. LeighAnn will clarify and we will revisit.

\*\*S. Wing, J. Chase, E. Stephenson, H. Schneider, L. Zawrotny, D. Shugars, K. Ortiz, K. Partridge, and T. McKinley voted affirmatively by email on the following matter: Heather Schneider, Tess McKinley, and LeighAnn Rumsey to be appointed signatories on all bank accounts at Community Bank and Wells Fargo

**Committee Reports-**

Building Committee- none

*Budget and Finance* - H. Schneider

* Budget looks good. Current funds are lower due to extra outlay for projects.
* Coordinating cash out of Wells Fargo funds (see reference in Director’s report)
* Coordinated with new CPA who is doing a stellar job. Taxes and review are done.
* Will be working on a budget for 2025 with committee via Zoom.

*Personnel* – L. Zawrotny

* Continued work on SOPs was temporarily on hold.
* Lisa and Tess have LeighAnn’s reviews and will provide results. Overall consensus: LeighAnn is doing a great job!

*Public Relations* – none

*Lifelong Learning (Fundraising)*

* Kim shared details and a handout regarding the Finger Lakes Gives program (FLX). Not only is this an opportunity to ask for donations, there are companies offering additional prizes if challenges are completed. Kim identified doable ones for us. If board members each take a challenge (or two) and ask friends and family to help, we could make considerably more. Kim designed graphics for us to use to promote on social media and LeighAnn will schedule posts that we can share from Dormann site.

**Old Business**

* Heather + LeighAnn will plan a meeting for the 2025 budget and discuss compliance deadlines with Budget Committee

**New Business**

* Discussed next board meeting. Originally set for 11/21, too many will be absent due to Thanksgiving. We’ve rescheduled earlier (11/14/23) and removed the December meeting due to training taking place that month.

**Period for Public/Staff Expression**

* No public present.

H. Schneider moved to adjourn. L. Zawrotny Seconded. Approved.

Adjourned at 6:37 pm.

**Next Board Meeting**

* November 14, 2023 at 5:30 p.m.