

Dansville Public Library  
Board of Trustees  
Meeting Minutes  
Monday, July 14, 2025

I. Meeting called to order by Rhea Walker at 4:25.

Present: Rhea Walker, Suzanne Boor, Alise Rounsville, Sherrie Reilly, Sue Colegrove, Margo Prak

Absent: Rachele Sick

II. Approval of Minutes: MOTION to approve the June 9, 2025 meeting minutes as presented moved by Rounsville, seconded by Boor, and the motion carried 4-0.

III. Public Comment Period

IV. Treasurer's Report: (attached)

- A. MOTION to accept the Treasurer's Report moved by Boor, seconded by Rounsville, and the motion carried 4-0.
- B. MOTION to approve payment of bills moved by Boor, seconded by Rounsville, and the motion carried 4-0.

V. Director's Report: (attached)

VI. Committee Reports:

A. House Committee:

- i. LED downlight lighting installation in Saunders building scheduled 8/11-8/12
- ii. Shepard Building Floor: No update
- iii. Integrated Systems has submitted quote for phone upgrades
- iv. PASCO has submitted quote for HVAC Automation System

B. Building and Grounds Committee:

- i. Shepard front porch/pillars: No update

C. Finance Committee: (full report attached)

- i. MOTION to approve July 10, 2025 Finance Committee report items 1-3 moved by Reilly, seconded by Rounsville and the motion carried 4-0.

Items 1-3 from the July 10, 2025 Finance Committee report:

- 1. Capital Projects Account
  - a. Establish Capital Reserve Fund.
  - b. Establish Repair Reserve Fund.
  - c. Open one savings account for the Capital Projects.
  - d. Withdraw \$50,000 from the General money market bank account -9775 to new account for the Capital Reserve Fund.
  - e. Withdraw \$25,000 from the General money market bank account -9775 to new account for the Repair Reserve Fund.

2. Unemployment Reserve Account
  - a. Establish Unemployment Reserve Fund.
  - b. Open a CD to establish an Unemployment Reserve Fund.
  - c. Withdraw \$5,000 from the General money market bank account -9775 to new CD for the Unemployment Reserve Fund.
3. Summer Concert Passthru Fund
  - a. Establish a Summer Concert Fund.
  - b. Make a fund-only transfer (not a bank transfer) of \$752.00 from the General Fund to the new fund.

D. Personnel Committee: No report

E. Policy Committee: No report

VII. Old Business:

VIII. New Business:

- A. MOTION to approve final amendment of 2024-2025 Budget moved by Reilly, seconded by Boor, and the motion carried 4-0.
- B. MOTION to adopt State Aid for Library Construction Program (FY 2026) Assurance Form moved by Rounsville, seconded by Reilly, the motion carried 4-0.
- C. MOTION to accept Alexandria Daly's resignation as Library Page, effective August 2, 2025 moved by Boor, seconded by Reilly, and the motion carried 4-0.

IX. Next Meeting: August 11, 2025 at 4:00pm

X. Adjournment: MOTION to adjourn the meeting moved by Reilly, seconded by Rounsville, and the motion carried 4-0.

Respectfully submitted,

Suzanne Boor