

Dansville Public Library
Board of Trustees
Meeting Minutes
Monday, November 10, 2025

I. Meeting called to order by Rhea Walker at 4:02

Present: Rhea Walker, Suzanne Boor, Alise Rouns ville, Sherrie Reilly, Rachele Sick, Sue Colegrove, Margo Prak

Absent:

II. Approval of Minutes: MOTION to approve the October 11, 2025 meeting minutes as presented moved by Sick, seconded by Reilly, and the motion carried 5-0.

III. Public Comment Period

IV. Treasurer's Report: (attached)

- A. MOTION to accept the Treasurer's Report moved by Reilly, seconded by Rouns ville, and the motion carried 5-0.
- B. MOTION to approve payment of bills moved by Rouns ville, seconded by Reilly, and the motion carried 5-0.

V. Director's Report: (Margo will supply report at next meeting)

The Global LED Solutions job to upgrade the Library to LED lighting has been satisfactorily completed.

VI. Committee Reports:

A. House Committee:

- i. Shepard Building Floor: No update
- ii. Voice over Internet Protocol (VoIP) Phone Upgrade: Process has been started; currently messages are being scripted for front desk use
- iii. Library Upgrade to LED Lighting is completed

B. Building and Grounds Committee:

- i. Shepard front porch/pillars: No update

C. Finance Committee: No update

D. Personnel Committee: (Attached)

- i. Addition of part-time, non-competitive Clerk position: Margo will investigate Civil Service requirements for 12-14 hour per week position
- ii. Increase Youth Coordinator hourly rate to more competitive level
MOTION to approve hourly rate for Megan Clement to \$23.00 effective 1/1/26 moved by Boor, seconded by Sick, and the motion carried 5-0.
- iii. Reevaluation of Cash-In-Lieu of Health Insurance Option: Searching for Margo's employment contract upon her request for increase in reimbursement
- iv. Employee Conduct: Ron Kirsop from OWWL and Margo will meet with employee in question for discussion

E. Policy Committee:

- i. Disaster Plan draft is currently being edited

VII. Old Business: No update

VIII. New Business:

- A. MOTION to accept Anne Van Dyke's resignation effective 11/28/25 moved by Boor, seconded by Reilly, and the motion carried 5-0.
- B. Rhea distributed Director Performance Appraisal forms to Board members with request for completion and return in sealed envelope at front desk by 11/21.
Executive session for discussion at end of December 8 regular meeting

IX. Next Meeting: Monday, December 8, 2025 at 4:00pm

- X. Adjournment: MOTION to adjourn the meeting moved by Reilly, seconded by Rounsville, and the motion carried 5-0.

Respectfully submitted,

Suzanne Boor

After meeting the Board adjourned upstairs to complete NYS required Harassment Prevention training.