

Mt. Morris Library Board Minutes

Monday, April 14, 2025

5:00 PM

Trustees present: Stephanie Gehrig, Colleen Proctor, Donna Todd, Roselyn Rudney, and Gary Moore

Trustee present via FaceTime: Joanne Privitera

Others present: Director, Fernanda Astiz

Meeting called to order at 5:00 PM

Motion to approve minutes from March 10, 2025 by D. Todd, 2nd by R. Rudney: Motion carried (6 ayes)

Motion to approve Director's Report by G. Moore, 2nd by C. Proctor: Motion carried (6 ayes)

New Business

- S. Gehrig and G. Moore will schedule to meet with Rich White, Leicester Town Supervisor regarding MM Library service contract
- **Motion** to have Fernanda dispose of old surveillance equipment by G. Moore, 2nd by R. Rudney: Motion carried (6 ayes)
- Third party use of library grounds-e.g. Catholic Charities
 - Policy to be developed that outlines use of grounds, intent, and duration. Include approval is at discretion of MM Library Board of Trustees
- Updated Policies:
 - **Motion** to approve Equal Employment Opportunity Policy by D. Todd, 2nd by R. Rudney: Motion carried (6 ayes)
 - **Motion** to approve MM Library Clerk Description, Duties, and Responsibilities Policy by D. Todd, 2nd by J. Privitera: Motion carried (6 ayes)
 - **Motion** to approve Disaster Response Policy by G. Moore, 2nd by D. Todd: Motion carried (6 ayes)
 - Fernanda will share Clerk Handbook at May meeting

Old Business

- Cleaning updates
 - Warren's cleans every Wednesday night - pleased with their job (\$65/week)
 - Duct Cleaning was performed and improvement is already noticed

Motion to enter Executive Session at 5:35pm to discuss trustee seat and personnel issue by G. Moore, 2nd by D. Todd: Motion carried (6 ayes)

Motion to exit Executive Session at 6:00pm with no action taken by G. Moore, 2nd by D. Todd: Motion carried (6 ayes)

Workshop

- Sexual Harassment Interactive Training: **Motion** made by G. Moore, 2nd by D. Todd to record training completed for all trustees present at the meeting.

Motion to Adjourn at 6:25pm by C. Proctor, 2nd by R. Rudney: Motion carried (6 ayes)

NEXT MTG: May 12, 2025 at **5:00PM**

