

## NAPLES LIBRARY BOARD MEETING

November 20, 2024

Present: Lisa Jensen, Linda Strauss-Jones, Kendyl Litwiler, Pam Stephen, Katy Matthews, Larkin Ryan, Barb Lindquist (friend), Jessica Winum

Call to order

**New Business** - We have a new director, Jessica Winum. She will be probationary for the year. She will have to take the civil service exam and be among the top people.

**Motion #446** - Linda motioned to approve Jessica Winum as the new Naples Library director. Pam seconded. Motion carried.

**Motion #447** – Linda made a motion to approve the tax cap override statement (below). Doug seconded. Motion carried.

*Whereas, the adoption of the 2025-2026 budget for the Naples Library may require a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it Resolved, that the Board of Trustees of the Naples Library voted and approved to exceed the tax levy limit for 2025-2026 by the required percentage of the board of trustees, as required by state law, on November 20, 2024.*

### 2025-2026 Budget

- Not many changes compared to last year.
- There was an increase to the salary section because we need an additional part-time person for 18 hours a week. They will do outreach and help with the clerk duties.
- A reserve fund will receive \$500 a year to pay for audits we are required to do regularly.
- There is about an 11.6% increase over last year.

We have revised the Naples Library Audit Policy. Audits will be conducted every five years, or more frequently, if needed. Janet Kelly, who did our audit last time, is available. She will do a partial audit for our fiscal year and she will do it after tax season is over - over the summer. Janet estimates it will cost a little under \$2,000.

**Motion #448** - Linda made a motion to approve the Naples Library Audit Policy. Pam seconded. Motion carried.

Rochester Regional Library Council Legislative breakfast. Naples Library was awarded public library of the year.

### **Naples Library Closed Dates 2025**

Date	Holiday	Day(s) of the Week
January 20	Martin Luther King Jr.	Monday

	Day	
February 17	Presidents' Day	Monday
May 26 & 28	Memorial Day Weekend	Saturday & Monday
June 19	Juneteenth	Thursday
July 4	Independence Day	Friday
Aug 30-Sept 1	Labor Day Weekend	Saturday & Monday
September 27	Grape Festival	Saturday
October 13	Indigenous Peoples' Day/Columbus Day	Monday
November 11	Veteran's Day	Tuesday
November 26 close @ 1pm November 27th Closed	Thanksgiving	Wednesday & Thursday
December 24th close @ 1pm & December 25th closed	Christmas	Wednesday & Thursday
January 1 2026 closed	New Year's Day	Thursday

**Motion #449** - Linda made a motion to approve the public library schedule for 2025. Doug seconded. Motion carried.

Linda attended the OWWL annual meeting last year. Ron did an overview of how OWWL supports us. It was an excellent overview. We will invite Ron to come and give this overview to us.

We have been asked to be a pilot for the new Trustee Academy. It is an excellent resource.

**Motion #450** - Linda motioned to approve the consent agenda. Larkin seconded. Motion carried.

**Motion #451** - Linda motioned to approve the bills. Doug seconded. Motion carried.

Trustee Handbook. We will hold this until next month because Brooke is not here.

Committee Reports

We have co-chairs for most committees.

Building Maintenance – Nothing to report.

Communication – Larkin will be the head of this committee.

Finance – Norton Suda will join us for our January meeting to update us on the FLACE account.

Planning – The long range plan has been rolled out to the community.

Policy – Nothing new to report. We will meet soon to update our Trustee Training policy.

Personnel – We hired a new director! We worked on the staff increases.

Friends Update - They get ready for mailing 275 letters to patrons and business owners for their annual fundraising event. They will be mailed by the end of the week. Once donations come in, they will gather to send thank you notes. They just opened up a 7 month CD which will earn 4.5% interest and \$10,000 was put into the CD. Current checking account balance is \$7,000. Additional fundraising will be discussed during the next meeting, with a focus on the Grape Fest. This year the raffle brought in around \$1100-\$1200 dollars. Membership in the Friends has grown.

Library Highlights - We conducted a director search. Our Long Range Plan was presented to the public. Kendyl attended the NYLA conference.

- Dates for 2025 Board of Trustees Meetings: Third Wednesday of the month (\*exception), 5:00 PM to 6:00 PM: January 15, February 19, March 19, April 23\*, May 21, June 18 (Gathering), July 16, August 13, September 17, October 15, November 19, December 17 (Gathering)

**Motion #452** - Linda motioned to adjourn the meeting. Pam seconded. Motion carried.