

**Board of Trustees Annual Meeting
Tuesday, June 11, 2024**

MINUTES - PROPOSED

- I. Meeting called to Order at: 6:03 PM
- II. In attendance – Lydia Herren, Suzanne Borowicz, Linda Coniglio, Matt Boyle, Cathy Osborn
- III. Review and approval of February meeting minutes
Motion to Accept Minutes Made by: Matt 2nded by: Linda Carried Unanimously
- IV. Treasurer’s Report - attached
a. Association Membership Update
Motion to Accept Treasurer’s Report Made by: Matt 2nded by: Cathy Carried Unanimously
- V. Report of the Director - attached
 - a. Financial Report and Statistics
 - b. Summer Programming Updates
 - c. Summer Fundraiser Information
 - i. Business Sponsorships and Donations
 - ii. Basket Raffle and Vendors
 - iii. Advertising
 - d. Policy Reviews – no changes deemed needed
 - i. Gift and Donor Recognition Policy
 - ii. Fund Balance and Reserve Policy
 - iii. Claims Audit
 - iv. Finances and Donated Funds Accountability
Motion to Accept Policies Made by: Cathy 2nded by: Linda Carried Unanimously
- VI. President’s Report – attended ACT Meeting
- VII. Old Business - None
- VIII. New Business
 - a. Annual Report – **ACTION and RESOLUTION 2024-02**
Motion to Accept Annual Report Made by: Linda 2nded by: Matt Carried Unanimously
 - b. Pavilion Construction
 - i. Review Estimates – engineer friend of Cathy’s recommended getting a one year Surety Bond or at least have a one year guarantee written in the estimate. Lydia will ask. Decision was to accept Chevalier Outdoor Living’s bid either way.
 - ii. Vote on Construction Company – **ACTION and RESOLUTION 2024-03**
Motion to Accept Bid Made by: Matt 2nded by: Linda Carried Unanimously
 - c. Amend Bylaws
 - i. Must state the number of voting positions since a range of board members is listed in the current bylaws. This sets the number of board members necessary for a quorum.
Decision made to have 5 voting positions – President, Vice President, Secretary, Treasurer and one Designated Board Member
Motioned to Amend Bylaws Made by: Matt 2nded by: Linda Carried Unanimously

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- d. Board Members up for re-appointment: Suzanne Borowicz, Matthew Boyle, Kami Callahan – All agreed to continue
Motion to Accept all re-appointments Made by: Cathy 2nded by: Linda Carried Unanimously
- IX. Motion to Adjourn Made by: Cathy 2nded by: Linda Carried Unanimously
- X. Meeting adjourned at: 6:48 PM

Reminders:

All resolutions must be dated and numbered. Policy review resolution should be sent to BECPL Human Resources department once completed as well.

2024 Meeting Schedule (beginning at 6:00 PM):

February 13th June 11th July/August TBD September 10th November 12th