

**Bancroft Public Library**  
**Board of Trustees - Minutes of the October 8, 2024 Regular Meeting**

Present were Ed Donoghue, Kim Erbe, Alesa Wilson, Rachael Armstrong, and Rebecca Brown. Also present were Library Director Melissa Carll, Friends Treasurer Wendy Hunter, and Town of Salem liaison Sue Clary.

**Minutes:** Alesa Wilson made a motion, Rachael Armstrong seconded, to approve the September 10, 2024 regular meeting minutes. All being in favor the motion was carried.

**Public Comment:** Per Wendy, the Friends meeting is next Tuesday, October 15, 6:30 PM—the wreath sale is starting up: \$35 for wreaths, \$40 for kissing balls and only 60 kissing balls will be available for purchase.

**President's Report:**

**Correspondence:**

**Finance Officer's Report:** Vouchers from the Library Fund Nos. 66 through 71 and totaling \$3311.91 were audited and ordered paid. Rachael Armstrong moved, Alesa Wilson seconded, to accept the Financial Statements as presented. All were in favor and the motion was carried.

In addition, Alesa Wilson moved, Rachael Armstrong seconded, to adopt a Tax Cap Override Resolution for 2025. All being in favor the motion was carried.

**Library Director's Report:** See attached. Also attached is the presentation to be given to the Town Council for consideration in favor of an increase to cover an additional staff member for 10 hours per week.

**Committee Reports:** Courtyard Committee will be meeting soon to discuss an issue with the Ruth Foster Memorial Garden project.

**Old Business:** Approval of our 2023-2024 NYS Aid for Library Construction Grant application has been given by the State Education Department and preliminary paperwork has been submitted to start the project and receive payment. Alesa Wilson moved, Rachael Armstrong seconded, to submit the Request for Proposals (RFP) to The Eagle for publication twice, bids to be opened at the November 12, 2024 regular meeting.

The 2024 SALS Challenge Grant work continues.

The Shoppe Off Broadway turned down our request for funds because as a policy, they do not fund salaries/wages.

Regarding the 2025 Tentative Budget, including the reasoning behind the large request of the Town and how an additional staff member might be funded, discussion was had. In addition, the Secretary will lower the revenue line for interest from \$4500 to \$3000, as interest rates have come down and that may be a trend.

Regarding snow shoveling of the Bancroft Building, Melissa Carll will be contacting Mr. Erbe to see if he is willing.

**New Business:** Regarding the amended Library Operations Policy, Kim Erbe made a motion, Rachael Armstrong seconded, to approve the policy as amended. All being in favor the motion was carried.

Regarding the Freedom of Information Law (FOIL) Policy, Rachael Armstrong made a motion, Kim Erbe seconded, to approve the policy as presented and amended. All being in favor the motion was carried.

The next regular meeting is scheduled for Tuesday, November 12, 2024.

**RESOLUTION NO.        OF 2024**

**TAX CAP OVERRIDE**

**WHEREAS** the adoption of the 2025 budget for the Bancroft Public 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 adopting 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 Bancroft Public Library, at a meeting held on October 8, 2024, hereby unanimously adopts this resolution allowing the tax levy limit for 2025 to be exceeded.