

**Northville Public Library  
Board of Trustees  
January, 2023 Minutes**

**Present:** Michael Burnett (Director), , Cheryl Miller, John Knapp, Beth Junquera, Mike Feldman, Shirl Doherty

**Absent:** John Conley, Jamie Philo, Stella Williams, Cristen Shepard

Cheryl Miller (Vice President) called the meeting to order at 6:34pm.

**Secretary's Report:** All approved Minutes from the December meeting. (Feldman, Knapp)

**Treasurer's Report:** The December Report was approved unanimously. (Knapp, Miller)

Knapp made a motion for expenditures to be paid, seconded by Feldman, with all voting Aye.

**Director's Report:** Mr. Burnett reported the circulation and attendance statistics for December. A new laptop is being set up and should be in use soon. The cost of Joint Automation may be raised by 3%. The electrician, Pat Buhrmaster, made two appearances in December to check 2<sup>nd</sup> floor lighting but work has not begun. The last payment of \$1733 was received for the 2020 State Construction Grant. Unanimous approval. (Junquera, Knapp)

**Budget and Finance:** For the proposed 2023-2024 Budget; an amount needs to be determined for the estimated salary of the new director. There is also a question of the adequate amount to be budgeted for health insurance. This will need to be addressed at the February meeting.

**Buildings and Grounds:** Mr. Burnett suggests that an inspection of the buildings and grounds be done by the Board in order to create a list of improvements needed. Then he suggested hiring the architectural firm Mosaics Assoc (who worked on the 2<sup>nd</sup> floor expansion) and with them develop a plan for improvements. He noted that in the past a loan for capital work was secured with NBT (any loan must first be approved by the NCS Board).

**Search Committee:** Meeting to follow.

**Next Meeting:** Tuesday, February 21<sup>st</sup>; 6:30

**Adjourned:** 7:03 pm

Respectfully submitted, Beth Junquera(secretary)