

Board of Trustees of Morley Library

March 15, 2023

A regular meeting of the Board of Trustees of Morley Library was called to order at 4:30 P.M. on March 15, 2023 by Mr. Keener. The following members were present:

Ms. Coffee	Mr. Di Iorio	Mr. Gorom	Mr. Keener
Ms. Lipps	Dir. Martinez	Ms. Norman	

The minutes of the February 15, 2023 regular Board Meeting were reviewed. Mr. Di Iorio moved that the minutes be approved as submitted, Ms Coffee seconded, and the motion carried unanimously.

Ms. Norman reviewed the February Treasurer's Report. Ms. Lipps moved that the report be accepted, Mr. Gorom seconded, and the motion passed unanimously.

Ms. Norman reviewed the proposed 2023 Permanent Appropriation, and recommended adoption of the following:

Resolution 2023-05 Permanent Appropriation for 2023

GENERAL FUND

Salaries and Leave Benefits

1100 Salaries	\$1,449,914
1400 OPERS	199,279
1610 Medical Insurance	242,004
1620 Medicare	21,023
1630 Dental Insurance	25,584
1640 Vision Insurance	1,752
1650 Worker's Compensation	2,500
1660 Life Insurance	708
1910 Employee Memberships	<u>1,000</u>
	\$1,943,764

Supplies

2110 General & Administrative Supplies	\$ 7,300
2120 Processing Supplies	12,000
2151 Program Supplies – Adult & Teen	5,000
2152 Program Supplies – Children	8,500
2200 Maintenance & Repair Supplies	20,500
2900 Other Supplies	<u>1,800</u>
	\$ 55,100

Purchased & Contracted Services

3110 Travel & Meetings	\$ 9,800
3120 Training	2,400
3151 Program Refreshments – Adult & Teen	100
3152 Program Refreshments – Children	500
3200 Communication, Printing, Publicity	21,800
3250 Marketing Expense	3,500
3310 Building Maintenance & Repair	100,700
3320 Equipment Maintenance & Repair	16,300
3370 Security	71,853
3400 Insurance	19,450
3500 Rents & Leases	6,100
3600 Utilities	135,000
3700 Professional Services	29,860

3751 Program Services – Adult & Teen	1,600
3752 Program Services – Children	1,600
3800 Library Material Control Services	<u>75,000</u>
	\$495,563

Library Materials & Information

4100 Books & Pamphlets	\$136,700
4110 E Books	30,000
4200 Periodicals	6,900
4320 AV - Music CDs	3,500
4321 AV – Digital Music	1,000
4330 AV - Audiobooks	14,000
4332 AV – Digital Audiobooks	25,000
4360 AV – DVDs	33,000
4361 AV – Digital DVDs	2,500
4362 AV – Digital TV Series	2,500
4380 AV – Video Games	8,500
4510 Data Bases	22,000
4910 Hot Spots – Hardware	1,000
4920 Hot Spots – Data Packages	3,600
4930 Circulating Board Games	<u>300</u>
	\$290,500

Capital Outlay

5510 Furniture & Equipment	\$ 2,700
5520 Software	<u>8,300</u>
	\$ 11,000

Other Objects

7100 Dues & Memberships	\$ 12,654
7200 Taxes & Assessments	510
7500 Refunds & Reimbursements	<u>250</u>
	\$ 13,414

Contingency

8900 Contingency	\$ 56,200
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TOTAL GENERAL FUND \$2,865,541

SPECIAL REVENUE FUND

2900 Other Supplies	\$ 500
3700 Professional Services	<u>500</u>

TOTAL SPECIAL REVENUE FUND \$ 1,000

CAPITAL FUND

3200 Communications	\$ 1,000
3700 Professional Services	10,000
5400 Building Improvements	938,500
5510 Furniture & Equipment	<u>140,000</u>

TOTAL CAPITAL FUND \$1,089,500

TRUST FUND

1190 Termination Payments	\$ 28,414
1620 Medicare	412
2900 Other Supplies	1,000
3110 Travel & Meeting Expense	<u>600</u>

TOTAL TRUST FUND \$ 30,426

TOTAL EXPENDITURES – ALL FUNDS \$3,986,467

Ms. Coffee moved adoption of the Resolution, Mr. Di Iorio seconded, and the motion carried unanimously.

Director Martinez reported that she had scheduled a phone consultation next week with the NEORLS director regarding assistance with the upcoming building refresh project. The work done on this in 2019 needs to be relooked and may need to be updated as priorities and assumptions could have shifted since the pandemic.

Ms. Coffee asked if the Library had a Diversity Equity and Inclusion policy. Director Martinez will pursue this as it could prove useful in the future regarding such things as materials choices, programming, etc.

There being no further business to come before the Board, the meeting was adjourned by Mr. Keener at 5:40 P.M.

Kenneth Keener, President

Sandra Coffee, Secretary Pro-Tem