

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

**MINUTES**

- 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

# Boston Free Library

9475 Boston State Road \* Boston, New York \* 14025



- 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 13<sup>th</sup>    June 11<sup>th</sup>    July/August TBD    September 10<sup>th</sup>    November 12<sup>th</sup>