

**Pittsford Community Library**  
**Board of Trustees Meeting**  
Wednesday, January 8, 2025 | 6:00pm | Fletcher Room

### **Present**

Marcia Layton Turner, Radhika Ramesh, Chris Hall, Brandon Cottrell, Dan English, Jim Hall, Lori Lusk

### **Also Present**

Amanda K. Madigan, Cora Clouser, Kim Taylor, Nancy Dhurjaty

Board President Chris Hall called the meeting to order at 6:02 pm.

### **Public Attendees**

Five. There were no public comments.

### **Abstract**

- **Radhika Ramesh moved to approve payment of January 7, 2025 Accounts Payable Outstanding Invoices totaling \$ 1,873.40. Marcia Layton Turner seconded the motion which carried.**

### **Minutes**

- **Marcia Layton Turner motioned for approval of the December minutes. Jim Hall seconded. Motion carried.**

### **Friends Liaison Report**

- Nancy Dhurjaty reported on another successful Candlelight Night sale.
- The Friends are working on the design of a new logo.
- Membership recruitment continues. Particularly anyone interested in graphics or historian support are encouraged to contact the friends at <https://www.pittsfordlibraryfriends.com/>

### **High School Liaison Report**

- Cora Clouser reported that the end of the semester is scheduled January 24<sup>th</sup>.
- National Honor Society is currently accepting applications.
- Midterms have begun for some classes.

### **Town Board Liaison Report**

- Kim Taylor extended a welcome to the incoming trustees.

### **Director Report**

- **Amanda Madigan thanked the board for email approval of the second December abstract on December 21, 2024 for \$ 16,042.67.**
- The director's report of library activities and events was reviewed.

### **New Business**

- **Resolved that:**  
The Petty Cash Fund be established for 2025 in the amount of \$ 500 and the designated custodian is Library Director Amanda Madigan;  
The Director and Assistant Director of the library are authorized to approve payment vouchers;  
The mileage reimbursement rate effective January 1, 2025 is 70 cents per mile;  
The per diem rate for meals while on official travel is \$50.  
Lori Lusk moved to approve the 2025 resolution. Radhika Ramesh seconded the motion which carried.

- **Special Committees 2025:**  
Trustee Recruitment to be chaired by Radhika Ramesh with members Marcia Layton Turner and Tracy Castleberry;  
Policy Committee chaired by Brandon Cottrell with members Marcia Layton Turner and Jim Hall;  
Volunteer Recognition chair Lori Lusk with Dan English and Chris Hall;  
Trustee Development Committee to be chaired by Chris Hall with Radhika Ramesh and Lori Lusk.  
Jim Hall motioned for approval of the special committees as formed. Marcia Layton Turner seconded the motion which was approved.
- Amanda Madigan requested authorization to attend the 2025 American Library Association (ALA) Conference June 26-30 in Philadelphia with the Assistant Director. The estimated budget is \$3127. Radhika Ramesh moved to approve the conference request. Chris Hall seconded. Motion carried.
- Amanda Madigan requested a motion to approve library closures on Friday, March 14, Friday, June 6, and Friday, October 3 from 9am-12pm for staff training. Marcia Layton Turner moved to approve the closures. Jim Hall seconded the motion which passed.
- The 2024 Town of Pittsford budget was reviewed.

With no further business Chris Hall called for adjournment at 7:00 pm.

Respectfully submitted,  
Lori O'Connor  
Library Clerk

**Official Board Minutes are on file at Pittsford Community Library.**