

Board of Trustees Scheduled Meeting  
Minutes June 22, 2023

Call to order by Mindy Purdy at 6:35pm

Present: Jan Dekoff, director of CCLS; Mindy Purdy, president; Charity Knighten, secretary; Hayley Wilkins, treasurer; Adriane Miller, Jeff Hatfield trustees; Heidi Khawam, director

Guest- Melissa Clicquennoi – FSC Systems LLC – gave 2 quotes for Security System, one with cameras and one without cameras.

Secretary Report – Hayley Wilkins motioned to accept, Mindy Purdy seconded, all were in favor.

Treasurer Report – Hayley Wilkins gave report and Charity asked about the monthly distribution. Hayley is going to check on distribution from Investment. We voted to stop the draw from the investment in March, but with no treasurer no one has checked to ensure that the draw stopped.

- Motion was made by Haley to add \$100 line for Marketing in the budget to Market in the 175<sup>th</sup> anniversary of Gowanda, Jeff seconded the motion and all were in favor.

New Business:

New Board member was presented, Rebekah Moraites, board will vote at the July meeting.

Reorganization of Board- Hayley Wilkins motioned to remove Jack and Kim Warrior after no communication was received and they have now missed three meetings and Mindy Purdy seconded and all were in favor.

- Hayley Wilkins motioned to remove Mindy Purdy from the board of trustees based on the current situation with a contractor where money was spent without board approval. Motion was seconded by Charity Knighten. Discussion took place. Mindy Purdy stated that she misunderstood and thought the board had asked her to hire a new contractor. She thought she had the boards permission to complete the transaction. She gave the director a \$1000 check from her personal account to pay back part of the money that was given to the contractor for \$1250.

-Jan Dekoff stopped the discussion and asked Mindy Purdy if she would like to resign instead of being voted on. Mindy stated yes, she would like to resign. Jan suggested that it be effective at the end of the meeting, Hayley requested that it be effective immediately due to items that will still needed to be voted on.

-Mindy Purdy resigned from the Gowanda Free Library board of trustees effective immediately and was to bring the written letter of resignation to the library after it was written.

Hayley motioned for a docket to be voted on and Charity seconded the motion.

President- Charity Knighten

Vice President- Jeff Hatfield

Secretary- Adriane Miller

Treasurer- Hayley Wilkins

Jeff Hatfield felt that we were moving too fast and asked questions about whether asking Mindy to resign was the right move that it sounded like it was a misunderstanding. For transparency 2 more instances were presented to the board where Mindy spent money that was not approved by the board. One was with this current contractor situation where money was spent on the McCormack's open line

of credit for approximately \$25 and the other time was when Mindy spent \$108.48 at McCormack's for paint and supplies for the drop box when the understanding was that the project was going to be funded by the volunteer's that were painting the drop box.

Mindy stated that she was going to resign in September 2023.

After discussion all were in favor for the new docket of board members.

Financial Business:

Charity Knighten motioned to approve the issuance for a Community Bank credit card to the director Heidi Khawam, with the limit of \$2,000. Hayley Wilkins seconded the motion and all were in favor of the issuance of the credit card to the director and the raising of the limit to \$2,000. The board will update the policy in July to state that director will have a \$2,000 monthly spending limit on the Library credit card. Hayley Wilkins motioned for all other credit cards to be closed (previous director Hayley Wilkins and previous treasurer Wendy Greco), Charity Knighten seconded and all were in favor.

Charity Knighten motioned for the library director to speak with McCormack's to close the open line of credit, seconded by Hayley Wilkins and all were in favor.

Hayley Wilkins motioned for Mindy Purdy to be removed from the checking and savings accounts at Community Bank and the only signers on Checking and Savings should be Hayley Wilkins and Adriane Miller. Charity seconded the motion and all were in favor.

Hayley Wilkins motioned for all signers to be removed from the Safe Deposit box at Community Bank except for Adriane Miller and Hayley Wilkins. Charity Knighten seconded and all were in favor.

Heidi will talk to Mike from CCLS about the wiring for the \$800 security system enhancement.

Heidi will get 3 quotes for trim paint job and the updating of the vestibule (either 3 quotes with both or 3 quotes for paint and 3 quotes for the carpentry job).

Charity Knighten motioned to adjourn at 8:34pm and Hayley seconded and all were in favor.

Sincerely submitted,

Charity Knighten