**Village of Port Byron**  **New York**

“Hub of the Empire State”

**May 28, 2025**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE**

**PUBLIC TO BE HEARD:**

**NEW BUSINESS:**

1. Pay outstanding bills with board approval.
2. Transfer Reserve Accounts.
3. Make any necessary transfers to balance accounts. General, Sewer and Water
4. Priscilla and Patricia would like to order a Humidifier and Air Purifier and A water filter for Office.
5. Priscilla would like to request a temporary office position.
6. Cleaner Budget amount can be revised for less.
7. Encumbrance Accounts.
8. Officer Meagan Kalet said we do not need to renew the Police Safety Magazines subscription.
9. Officer Meagan Kalet is requesting pants for Officer Chris Ellinwood.
10. Priscilla and Patricia would like to request Board Meetings twice a month.
11. Everyone needs to sign a workplace violence policy, discrimination and harassment, code of ethics and drug free workplace.
12. Patricia would like to get reimbursed for the purchase of a vacuum in the amount of $279.72.
13. Dawn Roe, Public Historian, would like to be reimbursed for membership renewal.
14. Credit Cards for Walmart are old, we have to renew BJ’s membership card.

**OLD BUSINESS:**

1. April 14, 2025, board meeting Officer Meagan Kalet requested raises for Officers.
2. Patricia found meeting minutes from February 12, 2024 about garage door quotes. Was this ever resolved? Also page 6, please explain the highlighted paragraph about the Workplace Violence Policy.
3. Salt Shed Grant has opened. G&G will be sending us forms. Patricia asking for a motion to fill out these forms for the grant.
4. Patricia has a verbal quote from Bushman’s for the Audit. Quote was stated $150.00 per hour. Dannible & McKee no longer does Audit’s, RC Accounting does not do Audits and Cuddy CPA does not do Audits anymore.
5. O’Connor will help us with Audits and office support.

**COMMUNICATION**

**MINUTES**

**FUTURE BOARD MEETING SCHEDULE:**

Monday June 9, 2025 at 7 p.m.

**ADJOURNMENT**

\*\*\* Subject to Change\*\*\*