

Minutes of the February 2, 2021 Regular Meeting  
of the  
Library Board of Trustees

MEETING VIA ZOOM

Members Present: Karen McComb, Nancy Germain, Beth Knapp, Toni Morrison,  
Kathy O'Connell, Nancy Seifts, Nancy Welch.  
Members Absent: Amy Peters  
Staff Present: S. Matthews  
Guests Present: None

Meeting Called to Order at 4:02 p.m.

- I. Public Comments: None.
- II. Motion to approve the Minutes of the January 5, 2021, Regular Meeting was made by N. Welch, seconded by N. Germain and passed unanimously.
- III. Friend's Report: None
- IV. President's Report – K. McComb
  1. K. McComb informed the Board that Caitlin Stewart is willing to serve as a public relations liaison. She will work with S. Matthews to promote programs, activities, etc. for the library.
  2. K. McComb updated the Board on the status of the Lego club. She met with Superintendent of Schools Heather Philo and secured permission for the bus to drop students off at the library. To date there has been a minimal response. It was suggested that eligible students be informed of the new Lego projects that are currently available.
  3. K. McComb stated that the library will be receiving a memorial contribution and suggested that a tangible item(s) from the library "wish" list be purchased with the donation. A decision will be made at the March Board meeting.
  4. Regarding the printing of materials, K. McComb reminded the board that our Chamber membership allows for printing services, and that depending on the quantity, it may be more economical to out source projects to the Chamber as the new printer is a laser printer and cartridges are expensive.
- V. Treasurer's Report – Nancy Seifts
  1. Financial reports were distributed prior to the meeting.
  2. N. Seifts reviewed the 2020 end of year budget transfers with the Board.
  3. N. Seifts reviewed the financial reports for January, 2021 and noted that some of the monthly bills may have not arrived to date for payment.

VI. Committee Reports:

1. Collection – Report is attached. Next meeting will be 2/11/21.
2. Publicity – C. Stewart has agreed to serve as public relations liaison.
3. Building – No report.
4. Personnel – N. Welch informed the Board she has been researching grant opportunities regarding archives. While there is currently no funding available, there may be the possibility of retaining intern services. The Board agreed that N. Welch should continue investigating this possibility.
5. Fundraising – Gift cards were mailed to the winner of the raffle. No other fundraisers are planned at this time. N. Welch suggested a flower show/swap this summer. Also a seed swap was discussed. The possibility of coordinating with Hamilton County Cooperative Extension and Hamilton soil and Water were discussed. Further information will be forthcoming.
6. Events/Programs – B. Knapp reported on the upcoming art exhibits. A secure storage place for artwork prior to hanging was discussed. S. Matthews will handle this issue. Movie Nights - K. O'Connell agreed to be responsible for the movie events only.
7. Community Involvement –None.
8. Finance –No report.

VII. Director's Report: Report is attached.

1. S. Matthews stated that the ALCA grant application for this year has been submitted and she should know by the end of the month if funding has been awarded. This year's grant was for a series of 10 quilting classes.

VIII. Old Business –

1. The Plan of Service has been completed. A copy of the completed plan was sent to Board Members for their review. In addition, S. Matthews is having the plan reviewed by SALS prior to submission. The Board will entertain a motion to approve the plan at the March, 2021 meeting.
2. Thank you to Kathy and George O'Connell for their efforts in reinforcing the legs of the conference tables.

IX. New Business

1. N. Seifts shared a program from SALS entitled "Leaving Our fingerprints," Documenting COVID-19 in the Southern Adirondacks. She suggested that this is a project the library should be involved in, perhaps in partnership with the Historical Society. S. Matthews will investigate.

Motion to adjourn was made at 5:04 p.m. by N. Welch, seconded by N. Seifts and passed unanimously.

Respectfully Submitted,  
Toni E. Morrison, Secretary