Minutes of the March 2, 2021 Regular Meeting

of the

Library Board of Trustees

Members Present: Karen McComb, Nancy Germain, Toni Morrison,

Kathy O’Connell, Amy Peters

Members Present

via ZOOM: Nancy Seifts, Nancy Welch

Members Absent: Beth Knapp (arrived @ 5:10 pm)

Staff Present: None

Guests Present: None

Meeting Called to Order at 4:05 p.m.

1. Public Comments: None.
2. Motion to approve the Minutes of the February 2, 2021, made by K. O’Connell, seconded by N. Welch and passed unanimously. A. Peters abstained because she was absent from the meeting.
3. Friend’s Report: None
4. President’s Report – K. McComb
   1. K. McComb informed the Board that Sherry would like boaord members to choose a date/time for Board of Trustees Training. While not mandatory (yet) it would be beneficial for all to receive the training. N. Seifts will also look into additional training opportunities.
5. Treasurer’s Report – Nancy Seifts
6. Financial reports were distributed prior to the meeting.
7. N. Seifts reviewed the Workman’s Comp line of the budget and informed the Board that full payment for the year is complete.
8. N. Seifts reported that R. Lavarnway investigated the ongoing icicle issue at the Library. He will be contacting M.Visscher to obtain further information.
9. Committee Reports:
   1. Collection – Report is attached. Next meeting will be 3/11/21.
   2. Publicity – S. Matthews and C. Stewart will be meeting soon to develop plans.
   3. Building – No report.
   4. Personnel – A. Peters reviewed the evaluation process with the Board. She suggested that prior to approval, evaluations be reviewed during an Executive Session of the Board.
   5. Fundraising – No report.
   6. Events/Programs - No report.
   7. Community Involvement –Discussion regarding displays of historical significance ensued. K. O’Connell offered to reprint the local map for the display case and to add additional photos where applicable.
   8. Finance –No report.
   9. The Board feels that there should be more communication between committee members and staff before decisions are made.
10. Director’s Report: Report is attached.
    1. S. Matthews did not attend meeting due to illness, but informed the Board via the Director’s report that there is an issue with the front doors opening and locking.
11. Old Business
    1. The Board entertained a motion by K. O’Connell, seconded by K. McComb to approve The Plan of Service. Motion passed unanimously.
    2. B. Knapp informed the Board that the art show is booked through fall. She is requesting signage for the artwork ASAP. She stated that the last art show resulted in a variety of donations to the library. K. McComb stated that she would like to know the amount of the donations, the Board agreed.
12. New Business
    1. N. Welch offered to review the Bylaws which she will provide to the Board at a future meeting.
    2. Motion to approve the the Annual Report was made by K. McComb, seconded by N. Germain with the following caveat, the Board had questions on the following items, Sections 3.11, 3.17,3.19, 4.20 and 4.21. Motion passed unanimously.

Motion to adjourn was made at 5:50 p.m. N. Seifts, seconded by N. Germain and passed unanimously.

Respectfully Submitted,

Toni E. Morrison, Secretary