Minutes of the February 1, 2022 Regular Meeting

of the

Library Board of Trustees

Members Present: Donna Benkovich, Beth Knapp, Karen McComb, Toni Morrison,

Kathy O’Connell, Pam Pooler, Nancy Welch

Members Present

(via ZOOM): Nancy Seifts

Members Absent: NONE

Staff Present: Sherry Matthews

Guests Present: NONE

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

1. Public Comments: None.
2. Motion to approve the Minutes of the January 4, 2022, made by N. Welch, seconded by K. O’Connell and passed unanimously.
3. Friends Report: None.
4. President’s Report – K. McComb
   1. K. McComb mentioned a new artist’s display this month. Also a new exhibit in the Historical display case is available for viewing.
   2. K. McComb also wondered if it would be possible to further promote the art show and ways to increase public interest.
5. Treasurer’s Report – N. Seifts (via ZOOM)
   1. N. Seifts reported that very little money has been spent to date of year. All line item transfers have been made.
   2. N. Seifts has begun working on the NYS report.
   3. K. McComb reviewed the procedure for establishing a reserve fund with initial funds to come from fund balance and possibility of adding line item to 2023 budget.
   4. K. McComb asked about request from John Foley for deposit($500) to purchase needed supplies for maintaining landscaping. Procedure is to have him complete an itemized voucher and submit it for Sherry’s signature.
6. Committee Organization: Assignments for 2022:
   1. Finance – N. Seifts

See above.

* 1. Collection – S. Matthews, P. Pooler, T. Morrison

Report is attached.

* 1. Publicity – S. Matthews, D. Benkovich (C. Stewart-as needed)

No report.

* 1. Building – K. McComb, K. O’Connell

K. McComb reported that the furnace issue has been resolved – thank you to the LP Town Highway Department for their assistance in resolving the issue.

* 1. Personnel – N. Welch, B. Knapp

N. Welch reported that the minimum wage is now $13.20.

* 1. Fundraising – K. McComb, T. Morrison

T. Morrison will be ordering additional gift cards for the gift card tree.

* 1. Events/Programs – S. Matthews, B. Knapp, T. Morrison, D. Benkovich

S. Matthews reported that the two winter programs were cancelled due to illness. A medicare program will be held at the end of the month via ZOOM. There will be an all-day event this July including a visit to the Rhinelander estate, a discussion by author Dennis Webster and presentation by LP Town Historian Aaron Weaver. An additional program presented by Perry Ground is scheduled to be held in August.

* 1. Community Involvement – P. Pooler, N. Welch

No report.

1. Director’s Report – S. Matthews
   1. See attached.
2. Old Business
   * 1. K. McComb suggested that the Hiking trail mural be put on hold for now due to a number of unanswered questions. K. McComb suggested setting up a sub-committee to gather information on this project and what information should be included. K. O’Connell and B. Knapp have volunteered to be the committee members.
     2. Memo of Understanding with Historical Society regarding the use of the Display case is tabled until May/April 2022.
     3. Art Gallery Exhibit Policy - A motion to approve the policy as written was made by N. Welch, seconded by K. O’Connell and passed unanimously.
     4. Regarding the welcome letter to new residents, it will be copied and distributed as needed. A motion to spend $200 to send the welcome letter was made by N. Welch, seconded by K. O’Connell and passed unanimously. This will be done after the current list is weeded.
3. New Business
   1. A motion to allocate $500 to John Foley for labndscaping supplies was made by P. Pooler, seconded by B. Knapp and passed unanimously.
   2. Regarding the Policy reviews that were completed in 2021, updates will be available by the next meeting.
   3. B. Knapp reported that she is in the process of lining up additional artists for the summer. B. Knapp suggested a reception be held for the participating artists this summer. B. Knapp and P. Pooler will work on this.

Motion to adjourn was made at 5:25 p.m. by N. Welch, seconded by D. Benkovich and passed unanimously.

Respectfully Submitted,

Toni E. Morrison, Secretary