

Schoharie Free Library Board of Trustees Meeting

Wednesday, April 14, 2021 6:30 p.m.

Present via Zoom, Officers: Pat Clancy President; Toni Schaeffer Vice President; Bridey Finegan Secretary; Dan Ennist Treasurer. **Trustees:** Susan Conroy, Jackie Hadam, Amanda Maleszweski, Deb Paden, Vanessa Repicky. **Library Director:** Don La Plant **Program Director:** Jennie Mosher

Meeting called to order at 6:33

Secretary's Report- Motion for approval of Jennie Mosher's hours for the rest of the year was not in the March minutes. March minutes will be amended. Upon a motion by Deb Paden, seconded by Toni Schaeffer the March minutes were approved with amendments.

Treasurer's Report –Dan Ennist submitted the Monthly Financial Report. Discussion of \$200 in donations made in memory of Carmella Palmietto. Dan Ennist will ask Evening Star to create a line for memorial donations. Upon a motion by Jackie Hadam, seconded by Vanessa Repicky the March Treasurer's Report was unanimously approved. Upon a motion by Jackie Hadam and seconded by Toni Schaeffer the March Transaction Detail Report was approved.

Eric Trahan arrived at 6:58 p.m. Eric Trahan left at 7:52 p.m.

Board meeting resumed at 7:52 p.m.

Program Director's Report Upon a motion by Deb Paden and seconded by Sue Conroy the March Program Director's report was unanimously approved.

Director's Report: Don LaPlant will get quotes for porch trim repairs. Upon a motion by Bridey Finegan, seconded by Deb Paden the board unanimously approved a change in the library MidTel contract to pay \$138/month. This new contract includes a service price of \$106.90 plus approximately \$32 each month in required surcharges and fees. The library will have a new dedicated fax line in addition to the current phone line and a digital voice mail system. Upon a motion by Deb Paden and seconded by Sue Conroy, the board unanimously approved the Director's Report.

New Business:

- Bike rack installation: Vanessa Repicky's husband will install the bike racks April 24-25
Amanda Maleszweski's husband will dig a post hole for our mailbox.
- Required Sexual Harassment/Harassment Training for board and all employees
Interactive session has to be done before the end of the year
- CHAR/Tax Return: Our "Not for Profit" return is due. The board will have time to review it before it is submitted. For years Evening Star has been completing this form for us for free.
- On-line bill payment: Upon a motion by Deb Paden, seconded by Amanda Maleszweski the board unanimously approved having Dan Ennist pay our credit card bill online.

Old Business:

- Reauthorization of the 2019 Dream and Do \$500 Grant: Upon a motion by Vanessa Repicky, seconded by Bridey Finegan, the board approved spending this grant on technology items. There was a discussion about the 2020 Dream and Do Grant: \$500 plus \$300 from the SALT grant plus a \$51 donation from Deb Paden covers the cost of the bike racks.
- Retroactive approval of computer expenditures: Upon a motion by Vanessa Repicky, seconded by Tony Schaeffer, the board retroactively approved \$3,427 for the purchase of computer equipment which included computers, monitors, docking stations, HP printers and receipt printer.
- Advocacy Grant: Don LaPlant will email the library advocacy postcard wording to the board by the end of the week. Upon a motion by Pat Clancy, seconded by Deb Paden the board approved the expenditure of \$2,412.42 for library advocacy materials that include the postcard, letter and magnets with the remainder of the grant to be spent on miscellaneous advocacy items.
- Safe Deposit Box: Pat Clancy and Don LaPlant will go through the box together
- Fundraising: Amanda Maleszweski reported that no meeting has been held yet
- COVID 19 Developments regarding reopening of Library: MVLS will shift to quarantining books 0 hours on May 1. Upon a motion by Pat Clancy, seconded by Vanessa Repicky, Kim Cleveland will go back to do her regular Thursday cleaning schedule immediately and Don LaPlant will do the extra cleaning duties until May 1 when the cleaning requirements are ended by MVLS.
- Upon a motion by Bridey Finegan, seconded by Vanessa Repicky, the board approved the payment of \$5,797 for the Building and Liability insurance premium to Great American Insurance.

Executive Session: Upon a motion by Toni Schaeffer, seconded by Deb Paden, the board unanimously approved moving into Executive session at 9:34 p.m. to discuss the employment history and matters of particular persons. Upon a motion by Toni Schaeffer, seconded by Pat Clancy, the board exited Executive Session at 9:54 p.m. Upon a motion by Toni Schaeffer, seconded by Deb Paden the board unanimously approved conducting informal meetings with Don LaPlant with rotating board members, as has been done in the past, to foster communication and cooperation and to discuss library issues.

Next meeting: May 12, 2021

Respectfully Submitted,

Bridey Finegan

Schoharie Free Library Secretary