

EMMA S. CLARK MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING

May 20, 2020

7:30 p.m.

Remote meeting hosted as a Zoom Webinar

A regular meeting of the Board of Trustees of the Emma S. Clark Memorial Library Association was called to order at 7:33 p.m. by Orlando Maione, Board President. The following trustees of the Board, consisting of a quorum, were also present: Deborah Blair, Vice President; Christopher Fletcher, Treasurer; Carol Leister, Secretary; Anthony Parlatore; Linda Josephs; Richard Russell; Suzanne Shane; David Douglas. Also present was Ted Gutmann, Library Director.

I. CALL TO ORDER

II. PERIOD OF PUBLIC EXPRESSION

No one in attendance.

III. MINUTES

Ms. Josephs made a motion to accept the minutes from the April 15, 2020 Board meeting, seconded by Mr. Parlatore and passed unanimously.

IV. PRESIDENT'S REPORT

Mr. Maione, gave a brief report and discussed options for the Cafe project.

V. TREASURER'S REPORT & APPROVAL OF WARRANTS

All the bills are paid and our budget looks to be in great shape through April 30th.

Ms. Blair made a motion to approve the Treasurer's Report as submitted, seconded by Ms. Shane and passed unanimously.

Ms. Blair made a motion to approve the warrants as submitted, seconded by Ms. Leister and passed unanimously.

VI. DIRECTOR'S REPORT

The attached Director's report was read and discussed.

VII. COMMITTEE REPORTS

Buildings and Grounds: Discussed under President's Report.

Personnel: No report

Investment: Mr. Russell gave a brief report on the status of the library's investment portfolio.

VIII. OLD BUSINESS

Cafe Project - Mr. Maione gave a brief report on the status of the Cafe project.

Federal Paycheck Protection Program (PPP) – Mr. Gutmann reported that he looked into the PPP and consulted with the Library's accountant as directed by the Board at the April meeting and reported back that the accountant's recommendation was that the Library should not apply as it did not appear to meet all the criteria. The Board agreed with the accountant's recommendation.

Report from Nominating Committee

Mr. Russell thanked the Nominating Committee for their work and presented the recommendation of the Committee to elect the three trustees up for re-election (Deborah Blair, Christopher Fletcher, David Douglas).

IX. NEW BUSINESS

Election of Trustees

Mr. Russell made a motion to re-elect trustees Deborah Blair, Christopher Fletcher, and David Douglas, seconded by Mr. Parlatore and passed unanimously.

Appointment of Officers

Mr. Russell made a motion to appoint Deborah Blair as President, Christopher Fletcher as Vice-President, Carol Leister as Treasurer, and David Douglas as Secretary, seconded by Mr. Parlatore and passed unanimously.

Approved signers on Library bank accounts (President, Immediate Past Treasurer, Treasurer)

Ms. Josephs made a motion to authorize the following trustees as official signers on Library bank accounts: President Deborah Blair; Immediate Past Treasurer Chris Fletcher; Treasurer Carol Leister, seconded by Mr. Russell and passed unanimously.

X. ADJOURNMENT

Mr. Russell made a motion to adjourn at 8:01 pm, seconded by Ms. Shane and passed unanimously.

Respectfully submitted,
David Douglas, Secretary

Recorded by: Robert Johnson