

EMMA S. CLARK MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING

March 17, 2021

7:30 p.m.

MINUTES

I. CALL TO ORDER

A regular meeting of the Board of Trustees of the Emma S. Clark Memorial Library Association was called to order at 7:31 p.m. by Deborah Blair, Board President. The following trustees of the Board, consisting of a quorum, were also present: Christopher Fletcher, Vice President; Carol Leister, Treasurer; David Douglas, Secretary; Orlando Maione; Linda Josephs; Richard Russell and Suzanne Shane. Absent with excuse: Anthony Parlatore. Also present was Ted Gutmann, Library Director; Robert Johnson, Acting Recording Secretary. This was a remote meeting hosted on Zoom.

II. PERIOD OF PUBLIC EXPRESSION

No one in attendance.

III. MINUTES

Ms. Josephs made a motion to approve the minutes from the regular Board meeting on February 17, 2021 seconded by Ms. Leister and passed unanimously.

IV. PRESIDENT'S REPORT

No report

V. TREASURER'S REPORT & APPROVAL OF WARRANTS

Ms. Leister reported that all of our bills are paid and everything is up to date. Mr. Maione made a motion to approve the Treasurer's Report and approval of the warrant, seconded by Ms. Blair and passed unanimously.

VI. DIRECTOR'S REPORT

The attached Director's report was read and discussed. Mr. Maione made a motion to authorize up to \$300.00 from the endowment fund to be used toward teen and children's raffle prizes for summer reading, seconded by Ms. Blair, and passed unanimously.

VII. COMMITTEE REPORTS

Buildings and Grounds: Mr. Maione reported that the Library received three bids for the project involving outdoor terrace, interior improvements and café area. Mr. Maione recommended that the low bid be considered for approval. Discussion ensued with directions from the board to report next month on the potential to break up the project into distinct phases with pricing for each phase. The board expressed its appreciation to Mr. Maione and his background as a professional architect for his valuable assistance with the project.

Personnel:. The personnel committee met and will discuss sick leave policy at the April board meeting

Investment: The investment committee is planning to meet in April.

VIII. OLD BUSINESS

None.

IX. NEW BUSINESS

- Approval of the NYS Annual Report
Mr. Maione made a motion to approve the NYS Annual Report as submitted, seconded by Mr. Russell and passed unanimously.

X. ADJOURNMENT

Ms. Josephs made a motion to adjourn at 8:17 pm, seconded by Ms. Shane and passed unanimously.

Respectfully submitted,
David Douglas, Secretary

Recorded by: Robert Johnson