

/3fx/dMeeting of the Library Board of Trustees
Mannsville Free Library
106 Lilac Park Drive
Mannsville, NY 13661

The regular meeting of the Board of Trustees was held in person on Tuesday, February 8, 2022, beginning at 6:32 p.m.

Board Members Present: Anita Jones/President; Andy Zuber/Treas; Valerie Deon/Sec; Tina Rogers; Amy Hatch; Jessica Marrin. Also present, Jean Appleby/Library Director

Approval of Minutes: January meeting minutes were approved as written; motion by Andy, 2nd by Tina

Public Comments: No public in attendance.

Director's Report:

67-Adult 51-youth 25-comp 41-Storytime

- Todd/NCLS sent a quote of \$611.73 for replacement of our Dell computers for updating.
- Reviewed strategic plan with Anita. NCLS updated our e-mail system this month, correspondence has slowed down. Thank you Andy for your help.
- **I would like to discuss paid snow days for anyone that is scheduled to work those days that we may close due to snow/ice/ power outages.**
- Shelbie came in Saturday to help with our website and said she will continue to help in that matter and I am slowly learning to navigate the new set-up.
- Expect some quotes soon for a new shed.
- A new book return for outside to fit our new pad DEMCO \$3,899; BRODART \$ 1,741.00 for "ThruWall" plus materials and competent carpenter.
- Book Club will be meeting on the second Saturday morning at 9am. This month is February 12 to discuss "Untamed" by Glennon Doyle. March 's book is "The Night Portrait" by Laura Morelli.

Treasurer's Report:

- [2022-01 Treasurer Report for January 2022 Transactions](#)
- Total expenses for January \$3,030.45, payroll \$1,258.71

- **Account Balances:**
 - **Watertown Savings Accounts**
 - Savings:** January Ending Balance: \$59,025.73
(includes \$30K from SJCS)
 - Checking:** January Ending Balance \$1,240.34
- **Motion by Val to approve Treasurer's report, 2nd by Tina; all in favor.**

Old Business:

- Construction grant awaiting final release of funds
- Still no update on DOT signage for Library

- Reviewed, updated and approved **Strategic Plan, Technology Plan & Personnel Policy**

New Business:

- Following current NYS Guidelines for masking due to Covid numbers
- Reviewed Minimum Standards and Long Range Goals - **Move to March**
- Approved Jessica Marrin as replacement for 5-year term vacated by Shelbie Pelton effective 1/1/2022 - 12/31/27
- We need to document Trustee terms - Jean to investigate
- Motion by Anita, 2nd by Tina to purchase updated circulation computer for \$611.90
- Motion by Andy, 2nd by Anita to pay scheduled subs for “snow days” when we close
- Will add agenda item for fall to look into replacement of patron computers
- Jean will approach Village Board regarding installing a in-wall book drop

Next Meeting Date The next regular meeting of the Board will be Tuesday, March 8, 2022 at 6:30 p.m in the library.

Motion to adjourn made by Anita, seconded by Amy; all in favor. Meeting adjourned at 8:10 p.m.