

Byron Bergen Public Library Board of Trustees Meeting Minutes

January 5, 2022

Meeting called to order at 6:31 pm

Sally Capurso , Gary DeWind, Katie Rumble (via Zoom), Shirley Wade, Robin Day, Bethany Gizzi and Nancy Bailey

Motion to approve Minutes from November meeting minutes: Made by Robin, Seconded by Bethany. All Approved. Amendment to be made: Show that 2022 budget was unanimously approved.

FINANCIALS:

Vouchers 1-9 \$16054.58.

Business as usual expenditures in the amount of \$1654.58

Other than usual monthly expenditures: none

Total expenditures for the month: \$1654.58

Income- Received Genesee Arts Council grant in amount of \$4459 to be spent on programs. \$728.95 other total income received.

Bethany made proposal to approve the 2022 budget to reflect the Go Arts grant and programming spending. Second: Shirley. Unanimously approved.

Motion by Bethany to approve voucher 128 for \$14886.77 for rent and wages for December 2021. Second Gary. Unanimously approved.

Motion to Approve Vouchers number 1-9 Made by Bethany. Seconded by Sally. Unanimously approved.

2021 update – we spent less than expected and made for than expected, so we used just a little less than \$8000 out of our fund balance.

CORRESPONDENCE: Robin - Thank you letter sent to Genesee County Legislature for extra \$2000.00 provided.

PERSONNEL REPORT: Monthly hours chart for December printed during meeting and provided. Nancy to put Monday hours for Nancy & Cheryl in parentheses in future months. Nancy did not hire someone new because Zoey and Cheryl were both willing to take extra hours. Michelle Buckland-Seward to return for summer programming.

MANAGER'S REPORT: Genesee Art Council grant of \$4459 grant approved – no matching funds of ours required due to Covid, so this is a win. We can use this for full programming for 2022. Nancy will provide list of programming for 2022. Allyn Stelljes of Causewave was recommended by Bob Conrad at Richmond Library for marketing for SDPL. Written summary with report. Sally will reach out to Nioga with info and ask them to cover \$1125 that would be our cost.

\$200.00 donation received from Gary and Brian DeWind for programming. No written thank you desired.

New business for February: pass for Genesee Country Museum

Submitted by Nancy.

COMMITTEE REPORTS: none

OLD BUSINESS: Trustee Handbook pages 27 – 34. Question regarding postponing a meeting or holding meetings by Zoom if inclement weather (i.e., snowstorm) is an issue on the first Wednesday of the month. Motion made by Sally that if there is inclement weather on normally scheduled meeting date, meeting be postponed until second Wednesday. Second by Shirley. Unanimously approved.

Motion made by Robin to add Pledge of Allegiance to monthly agenda. Second by Gary. Unanimously approved.

NEW BUSINESS: Motion by Sally to approve Shirley Wade as Vice President. Second by Bethany. Unanimously approved.

Motion by Gary to approve acceptance of grant and the rules and conditions of the anonymous grant. Second by Sally. Unanimously approved.

Motion by Robin to skip the July 6th meeting according to the by-laws. Second by Shirley. Unanimously approved.

At 7:23 pm entered Executive Session for the purposes of writing Nancy's performance appraisal for 2021. Nancy left the meeting. Left executive session at 8:32 pm.

Motion by Robin to approve Nancy's contract as written. Second by Bethany. Katie unable to vote, as she had been kicked off of Zoom. All others unanimously approved.

Motion by Gary to adjourn meeting. Second by Robin. Meeting is adjourned at 8:36 pm.

Next Meeting is scheduled for February 2, 2022 at 6:30 pm.

Respectfully submitted by Robin Day.