

Worth-Pinkham Memorial Library

BOARD OF TRUSTEES MEETING

December 21, 2020 at 7:30pm

1. Meeting called to order at 7:30 by J. Mongelli. A. Harvey, J. Mongelli, D. Mardy, J. Clutterbuck, H. Turk, I. Surz, D. Policastro, P. Crossley in attendance. M. Cerone joined for the public session.
2. J. Clutterbuck moves to approve the November 2020 minutes subject to formatting changes by the recording secretary. H. Turk seconded the motion.
3. Meeting open to the public - no public in attendance.
4. Public Session closed at 7:36
5. J. Clutterbuck moves to move to Closed session at 7:37. Return to session at 9:21pm
6. Motion by H. Turk that the library formally request the boro to allow the QPA to lead our process in getting quotes to repair the roof on an emergent basis. Seconded by D. Mardy. All in favor. We need to let the people who have given us the quotes know that we are in a holding pattern. A. Harvey will let vendors we are in a holding pattern
7. PRESIDENT'S REPORT: None
8. VICE PRESIDENT'S REPORT: None
9. SECRETARY'S REPORT: None
10. TREASURER'S REPORT: None
 - a. Combined balance in the two accounts of \$107,603.55. There was a 5K gift; There were no stipulations in the letter for how it can be used. The gift was put into the Capital Account. We need to double check and possibly move it to Operating.
 - b. The check from the boro arrived and was deposited on 12/7 - it did not arrive in the middle month of the quarter, but it did arrive.
 - c. The December bills list consists of our normal routine operating expenses. H. Crowley makes a motion to approve and D. Mardy seconds to approve the bills list for December. H. Crowley and J. Mongelli need to both sign the checks (boro requirement).
 - d. Utility bills are in line with the norm
 - e. The budget v. actual as of 12/15 is in line with what was expected. There is currently a surplus of 12K. J. Clutterbuck asks if we have any outstanding bills to the boro; can this 12K can be transferred over to the capital account (there is roughly 81K in there currently).
11. DIRECTOR'S REPORT:
 - a. Circulation
 - b. Budget work - A. Harvey has picked up where G. Corsillo left off, but budget currently on hold until a director is hired. Staff raises have been included in budget. Those raises and the fine free policy need to be voted on tonight.

- c. There is a mouse issue. Pest management is on it.
- d. Lime energy reached out to see if we would like to update to LED lights. A. Harvey recommends no.
- e. One part timer has put in her resignation
- f. History - someone is digitizing Mildred's photos and uploaded them to the website.
- g. The library strategic plan - A. Harvey asked if we need to look at it. C. Richards suggested tabling the review till January or February and going forward changing the review time to the month of October.
- h. Storytime is going well virtually.
- i. J. Clutterbuck moves that the board adopt the salary schedule as distributed last Friday. D. Mardy seconded. All in favor and approved.
- j. H. Turk moves to extend the fine free policy and C. Richards seconded through the Spring of 2021.

Next meeting 1/25/2021

J. Clutterbuck moves to adjourn the meeting and H. Crowley seconded.