

MINUTES OF THE VIRTUAL MEETING OF
THE KIRKLAND TOWN LIBRARY BOARD OF TRUSTEES
Feb. 25, 2021

The meeting of the Kirkland Town Library Board of Trustees was called to order (and recording started) at 6:33 p.m. on Thursday, Feb. 25, 2021.

PRESENT: Elizabeth Bentley, Marie Boucek, Bill Bower, Natalie Brown, Anne Debraggio (director), Joe DeTraglia, Edwin Grant, Barb Grimes, Sara Groh, Stacey Himmelberger, Judy Kowalczyk, Matt Lacy, and Sara Ziesenitz. EXCUSED: Darby O'Brien and Ashley Simons.

The meeting opened with a guest presentation by George Kuckel, who spoke on behalf of the Clinton-Kirkland Improvement Commission and its efforts to support businesses and nonprofit organizations in the community. George was joined by fellow commission members Gill King, representing Hamilton College, and Jackie Walters, from the Clinton Chamber of Commerce. The commission, which has continued to meet during the pandemic, plans to apply for future Downtown Revitalization Initiative grants. The group has asked the library to designate a liaison to commission and to add the library to its mailing list.

Barb invited board members, returning and new, to introduce themselves and share their favorite genre of books.

SECRETARY'S REPORT: Sara G. made a motion, and Bill seconded, to accept the minutes of the Jan. 28, 2021, meeting. The motion was passed unanimously.

TREASURER'S REPORT: The Finance Committee has reviewed the financial reports up to January 2021, and the report stands as submitted. Natalie noted a \$10.34 discrepancy that occurred due to an issue with the school district. Natalie made a motion on behalf of the Finance Committee to accept the report. The motion was passed unanimously.

DIRECTOR'S REPORT:

Stands as submitted, with the following items of note:

- Anne reminded board members to return their signed Whistleblower and Conflict of Interest policy forms, and to check the board roster and let her know of any changes to contact information.
- The 2020 Annual Report to the State has been completed and shared. If any board members have questions or changes, please let Anne know as adjustments can be made prior to submission to the state. Natalie made a motion, seconded by Judy, to accept the report as shared. The motion passed with one abstention.
- The library's 2021 Holidays and Weekly Schedule has been shared with the board.

PRESIDENT'S REPORT:

Barb thanked the Nominating Committee for its work identifying and recruiting new board members. She further reported that, as a member of the MidYork Library's board, she has an insider's look at what other libraries do, which makes her especially proud and grateful for board members' efforts and those of the library's staff.

FRIENDS REPORT:

Stands as submitted. Upcoming: A Poetry Path event at 1 p.m. on April 17; and the annual book sale, possibly timed with the Boilermaker in October.

COMMITTEE REPORTS:

Barb reviewed the board committees and assignments list. Since she and Anne serve *ex officio* on all committees, chairs are reminded to let them know as meetings are scheduled. Committees should meet regularly to reach their goals; report on their progress at board meetings; and bring any action items to the full board. Minutes from committee meetings should be submitted to Anne so that they can be distributed prior to full board meetings.

Executive: Barb reported that new board member orientation will take place next week with officers and new board members.

Nominating: Stands as submitted. Elizabeth made a motion on behalf of the Nominating Committee to accept the appointment of Joe DeTraglia and Matt Lacy to the board. The motion was passed unanimously. (Welcome!)

Finance: Natalie made a motion on behalf of the Finance Committee that the library forgo requesting an increase in 2022 through the Clinton Central School District budget vote. The motion was passed unanimously.

The committee proposed that the library engage the Bonadio CPA firm to perform services related to the Employee Retention Credit, Paycheck Protection Program, and COVID-19 relief programs. Estimated cost is \$1,575, with a potential return of more than \$25,000. Natalie made a motion on behalf of the Finance Committee to spend up to \$2,000. The motion was passed unanimously.

Natalie made a motion on behalf of the Finance Committee to approve its 2021 goals as shared in its report. The motion was passed unanimously.

OLD BUSINESS: none

NEW BUSINESS: none

At 7:41 p.m., Bill made a motion to adjourn and Natalie seconded. The motion was passed unanimously.

Respectfully submitted,
Stacey Himmelberger, secretary

2021 MEETING DATES: March 25, April 22, May 27, June 24, Aug. 26, Sept. 23, Oct. 28, Nov. TBD