

**Seneca Falls Library Board of Trustees**  
**Meeting Minutes**  
**Conducted online via Zoom**  
October 19, 2020 – 5:30 PM

Present: Marty Toombs, Susan Sinicropi, Dan Emmo, Bob Kernan, Maggie Carson, Marie Leo, Laurie Lorenzetti, Marcy Neumire, Mari Sandroni, Pat Novak, Vince Sinicropi, and Chetta Brown

Absent: Deb Jones

Staff: Jenny Burnett and Lori Stoudt

- 1.) Public Comment / Correspondence/Guests – No public present
- 2.) Review of potential conflicts of interest – none
- 3.) Reports to the Board
  - a.) President’s Report
    - i.) Marty was reelected to the Finger Lakes Library System board
  - b.) Treasurer’s Report
    - i.) See September financial reports
    - ii.) Finance committee is to meet soon for 2021 budget and long-range / forecast planning
    - iii.) The Advertising and Promotion account is high compared to 2019. That is census-related and will be reimbursed to us by Seneca County in coming weeks.
  - c.) Director’s Report
    - i.) See October 2020 Library Director Report
    - ii.) See Hybrid Library Opening Plan (SFL Pandemic Plan November 2020)
    - iii.) Sick Leave Policy – NY State mandates that each employee is to be given 40 hours of sick leave per years. Retro-effect September 30<sup>th</sup>. The policy should be instituted immediately to follow the law.

Motion to pass Sick Leave Policy as distributed so that Jenny Burnett can implement changes immediately. The policy will be referred to the Personnel Committee to review and revise as needed and will be reevaluated in November. Vince Sinicropi moves. Mari Sandroni seconds. All in favor. Motion passed.

- 4.) Committee Reports
  - a) Buildings and Grounds
    - i) See October SFL Building and Grounds Report
  - b) Policy and Ethics – no report
  - c) Strategic Planning / Finance – no report
    - i) Minimum standards are changing in January. FLLS is looking for a five-year plan.
  - d) Audit – no report
  - e) Personnel

- i) Staff salaries – No decision on 2021 salaries have been made. Decisions will be made after the upcoming budget meeting.
- f) Fundraising – no report

5.) Motion to approve committee reports. Mari Sandroni moves. Susan Sinicropi seconds. All in favor. Motion passed.

6.) Approval of minutes of September board meeting and special meeting minutes as amended. Chetta Brown moves. Pat Novak seconds. All in Favor. Motion passed.

Next meeting: November 16, 2020 at 5:30 PM.