

**Seneca Falls Library Board of Trustees**  
**Meeting Minutes**

February 15, 2021 – 5:30 PM

Present: Marty Toombs, Dan Emmo, Bob Kernan, Mari Sandroni, Deb Jones, Chetta Brown, Laurie Lorenzetti, Vince Sinicropi and Marcy Neumire

Absent: Susan Sinicropi, Maggie Carson, Marie Leo and Pat Novak

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.) Discussion on whether to ask for a tax levy increase by 4% or by \$15,000. The library must make the notification by March 1<sup>st</sup>.

Motion to ask for a tax levy increase by \$15,000. Deb Jones moved. Mari Sandroni seconded. All in favor. Motion passed.

- b.) Treasurer's Report
  - i.) See January 2021 financial reports
  - ii.) See updated December 31, 2020 comparison to 2019
  - iii.) Bob and Vince suggested that the library explore the possibility of applying for the Payroll Retention Credit. Jenny will find out if the library is eligible and let the board know what she finds out at the March meeting.
- c.) Director's Report
  - i.) See February 2021 Library Director Report
  - ii.) Board review of the SFL Annual Report for Public and Association Libraries - 2020

Motion to approve the SFL Annual Report for Public and Association Libraries – 2020 as written. Chetta Brown moves. Laurie Lorenzetti second. All approve. Motion passed.

- iii.) See Complaint Handling policy

Motion to approve the Complaint Handling policy. Bob Kernan moves. Dan seconded. All in favor. Motion passed.

- iv.) See Computer, Internet Use policy

Motion to approve the Computer, Internet Use policy. Bob Kernan moves. Mari Sandroni seconds. All in favor. Motion passed.

- v.) Approval of contract to hire the Ying Quartet. Mari Sandroni moves. Marcy Neumire second. All in favor. Motion passed.

4.) Committee Reports

- a) Buildings and Grounds
  - i) See February 15, 2021 SFL Building and Grounds Report
  - ii) Board discussion of fitting facility with an 80 kW generator.
- b) Policy and Ethics - no report
- c) Strategic Planning / Finance
  - i.) Due to the more than \$70,000 DASNY grant reimbursement for construction work in past years, the library may not need to make the endowment transfer in 2021.
- d) Audit – no report
- e) Personnel - no report
- f) Fundraising – no report

5.) Motion to approve committee reports. Vince Sinicropi moves. Bob Kernan seconds. All in favor. Motion passed.

6.) Approval of minutes of January 2021 board meeting. Chetta Brown moves. Dan Emmo seconds. All in Favor. Motion passed.

Next meeting: March 15, 2021 at 5:30 PM.