

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

June 21, 2021 – 5:30 PM

Present: Marty Toombs, Dan Emmo, Bob Kernan, Maggie Carson, Marie Leo, Pat Novak, Laurie Lorenzetti and Deb Jones.

Absent: Susan Sinicropi, Mari Sandroni, Vince Sinicropi, Marcy Neumire and Chetta Brown

Staff: Jenny Burnett and Lori Stoudt

ANNUAL MEETING

- 1) Motion to elect Martin Toombs, Mary Sandroni, Robert Kernan and Dan Emmo to three-year terms on the board. Bob Kernan moves. Pat Novak seconds. All approve. Motion passed.
- 2) Motion to elect Cindy Ody-Ortego to the Board of Trustees if she is still interested in the position. Marty Toombs moves. Laurie Lorenzetti seconds. All approve. Motion passed.
- 3) Annual Conflict of Interest form – Forms were passed out at the meeting. Marty Toombs will email other board members a form to be filled out. These area to be returned to Jenny Burnett.

End of Annual meeting

REGULAR MEETING

- 1.) Motion to elect officers for 2021-2022. Pat Novak moves to keep all officers from previous year in their positions. Marie Leo seconds. All approve. Motion passed.
- 2.) Public Comment / Correspondence/Guests – No public present
- 3.) Review of potential conflicts of interest – none
- 4.) Reports to the Board
 - a.) President’s Report – no report
 - b.) Treasurer’s Report
 - i.) See May 2021 financial reports
 - ii.) Changes were made to the December 2020 figures. FLLS will accept these changes as an amendment to the 2021 financial reports.
 - c.) Director’s Report
 - i.) See June 2021 Library Director Report

- ii.) Bullet Aid - Two Senators confirmed that the request letters were submitted to NYS. The library is asking for \$15,000 to be used to purchase vinyl chairs to replace the present cloth chairs.
- iii.) Juneteenth has become a Federal holiday. The board decided that the library will remain open on Juneteenth and employees will be paid time and a half. The change will be put into the Employee Handbook.
- iv.) Sexual Harassment Training – Board members must complete the training for 2021 and submit the certificate to Jenny. Jenny will email the link to the training website.
- v.) The Ying Quartet contract has been fully executed. Their concert will be held on October 8th at 5:30 PM. The executor of Phil Wither’s estate will speak briefly about Withers. Jenny expects funding for the program to arrive before the estate is settled.

5.) Committee Reports

a.) Building and Grounds

- i.) See June 21, 2021 Building and Grounds Report
- ii.) Jenny will schedule the windows to be washed at the end of summer
- iii.) Marty stated that this is a good year to apply for the Library Construction Grant. FLLS has \$900,000 to share and only \$400,000 is committed. Library Construction grants do require a 50% match.

b.) Policy and Ethics

- i.) The committee will meet this month to draft a Social Media Policy and complete the annual review of SFL Bylaws.
- ii.) An Investment Policy was drafted and emailed to board members.

Motion to approve the Investment Policy as written. Deb Jones moves. Laurie Lorenzetti seconds. All in favor. Motion passed.

- c.) Strategic Planning / Finance – no report
- d.) Audit – no report
- e.) Personnel - no report
- f.) Fundraising – no report

5.) Motion to approve committee reports. Dan Emmo moves. Maggie Carson seconds. All in favor. Motion passed.

6.) Approval of minutes of May board meeting. Laurie Lorenzetti moves. Marie Leo seconds. All in favor. Motion passed.

Next meeting: July 19, 2021 at 5:30 PM.