

Seneca Falls Library Board of Trustees
Meeting Minutes

September 20, 2021 – 5:30 PM

Present: Marty Toombs, Susan Sinicropi, Dan Emmo, Bob Kernan, Marcy Neumire, Mari Sandroni, Pat Novak, Laurie Lorenzetti, Deb Jones, Chetta Brown and Cindy Ody-Ortego.

Present via Zoom: Marie Leo

Absent: Maggie Carson and Vince Sinicropi

Staff Present: Jenny Burnett and Lori Stoudt

- 1.) Public Comment / Correspondence/Guests – No public present
- 2.) Review of potential conflicts of interest – none
- 3.) Discussion of Withers Bequest
 - i) The executor of the Philip Withers bequest will make a statement and present a check at the October 8th Ying Quartet concert.
 - ii) The check will be the first of three installments. Any money presented can only be accepted with no-strings attached. Any conditions attached to the bequest must be brought to the board for approval.
 - iii) The board prepared a conceptual plan of intended use of the bequest in case the executor questions how the money will be utilized. The plan reflects intended use only as any final decisions will be made at the November budget meeting.
 - iv) See the Agenda for possible uses of the money. The board intends to continue hosting an annual Withers Family Concert as long as possible. The board will look into ways to improve adult and teen programming. Personnel considerations are to be reviewed separate from the bequest monies.
- 4.) Reports to the Board
 - a.) President's Report
 - i) 2022 Property Tax Waiver

Motion to approve the 2022 Property Tax Waiver. Bob Kernan moves. Sue Sinicropi seconds. All approve. Passed unanimously.
 - ii.) Chetta Brown will not be on the fundraising committee and the committee needs a replacement. Please let Marty and Susan know if you are interested.
 - b.) Treasurer's Report
 - i.) See August 2021 financial reports
 - c.) Director's Report
 - i.) See September 2021 Library Director Report
 - ii.) The HERO Plan was implemented
 - iii.) Sunday hours have been reestablished

- iv.) The Friends SFL Book Sale raised \$2,372.41
- v.) Jenny will distribute a Wish List in November. It must be approved in December.
- vi.) See FLLS Free Direct Access Plan 2022-2026

Motion to approve the plan - Pat Novak moves. Laurie Lorenzetti seconded. All in favor. Passed unanimously.

4.) Committee Reports

a) Buildings and Grounds

- i) See Building and Grounds Report, September 19, 2021
- ii) Update: The door is fix
- iii) HVAC system - Marty approved the emergency repair of the HVAC system as it was a fire hazard.
- iv) Boiler Leak Repair - Approve is needed to repair a boiler leak quoted at \$1,608 and the sheath repair for \$1,998.

Motion to have the the boiler leak and sheath repaired - Deb Jones move. Mari Sandroni seconded. All in favor. Motion passed.

v) Community Pantry / Cupboard

- A) See Community Pantry Proposal 2021 sheet
- B) The benefits and concerns associated with becoming a community pantry were discussed. The board decided not to take on the project. The board will revisit the patron food insecurity issue next year and investigate how the library can support the House of Concern.

- vi) Chairs – The board decided to have the two fabric chairs removed. The board will discuss replacing the remaining fabric chairs with vinyl in the future.
- vii) Window washing - Reflections R Us quoted \$1,200 for inside and outside window cleaning.

Motion to approve the window washing. Mari Sandroni moves. Cindy Ody-Ortego seconded. All in favor. Motion passed.

b) Policy and Ethics – no report

c) Strategic Planning / Finance – no report

d) Audit

- i) See Financial Statements December 31, 2020 and Form 990.

Motion to accept audited report and the Form 990. Deb Jones moves. Sue Sinicropi seconded. All in favor. Motion passed.

e) Personnel

- i) Executive session

Motion to move into executive session. Mari Sandroni moves. Cindy Ody-Ortego seconded. All in favor. Motion passed.

Motion to return from executive session. Sue Sinicropi moves. Cindy Ody-Ortego seconded. All in favor. Motion passed.

f) Fundraising

i) Fundraising will hold a planning meeting at 4:45 PM on October 18th

5.) Motion to approve committee reports - Pat Novak moves. Chetta Brown seconded. All in favor. Motion passed.

6.) Motion to approve minutes of August board meeting - Laurie Lorenzetti moves. Bob Kernan seconded. All in favor. Motion passed.

Meeting adjourned at 7:35 PM

Next board meeting: October 18, 2021 at 5:30 PM.