

Seneca Falls Library Board of Trustees
Meeting Minutes

October 18, 2021 – 5:30 PM

Present: Marty Toombs, Susan Sinicropi, Dan Emmo, Bob Kernan, Marcy Neumire, Pat Novak, Laurie Lorenzetti, Deb Jones and Maggie Carson.

Present via Zoom video conferencing: Marie Leo

Absent: Mari Sandroni, Chetta Brown, Cindy Ody-Ortego and Vince Sinicropi

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.) Withers's follow-up - Marty, Bob and Jenny met with the Executor, Rick Trelle, and Gloria Rincon who is the backup executor. They requested for continuation of the concert, a plaque, and to create a scholarship for music students.
 - a) Concert - Agreed upon in the September meeting. The concert(s) would be known as a Withers Family Concert.
 - b) Scholarship - Gloria wants the library to give an annual \$1,000 scholarship to a young person interested in studying music. Giving a scholarship goes against the library's corporate charter. Also, 501(c)(3) organizations cannot give money to an individual. The library cannot legally become a scholarship distributor.
 - c) Plaque - Rick and Gloria wanted Phil Withers to be added to 'The Next Edition' plaque. There are several problems associated with going on 'The Next Edition' plaque. The Withers Family is currently on the 'Continuing Support' board and has a 'Giving Tree' leaf already. A more appropriate place would be for the Withers Family to have a separate plaque in the hallway across from the Edward Chase plaque of similar size and style.
 - d) The first bequest payment was received at the Ying Quartet. A second payment is expected at the end of this year and third in the Spring. A fourth payment of a lesser amount may come later in 2022.
 - e) Sale of Phil Withers' house – Rick expects to close in late October or early November at list price.
 - f) Bob recommends that the Withers bequest monies go into a special Morgan Stanley fund with a 60/40 split (60% equities and 40% fixed income). The monies would be noted as a separate account. (See Morgan Stanley Investment Proposal)

Motion to move the first installment of the Phil Withers bequest into the Morgan Stanley account. Sue Sinicropi moves. Pat Novak seconds. All in favor. Motion passed.

b.) Treasurer's Report

- i.) See September 2021 financial reports

c.) Director's Report

- i.) See October 2021 Library Director Report

- ii.) Jenny requested that the board add a memorial resolution for Phil Withers for years of support of the library into the official board record. Jenny will e-mail a draft of the resolution to the board before the next meeting.

- iii.) 401(K) Retirement Plan proposed – Should the library offer a 401(K) to the staff? ADP would manage the plan, submit paperwork and offer counsel to the staff. The cost would be \$175 per month plus a small amount for each person who signs up. (The estimated monthly total is \$218 per month.) If a 401(K) is offered, does the library want to provide a seed contribution and a match? A decision should be made before the 2022 budget is adopted.

- iv.) Benches that were purchased by the Friends have arrived.

4.) Committee Reports

a) Buildings and Grounds

- i.) See Building and Grounds Report, October 18, 2021

- ii.) Discussion of constructing one-stall restrooms took place. A construction grant may be needed for such as project as the cost would be high.

b) Policy and Ethics – no report

c) Strategic Planning / Finance

- i.) See the Proposed Three-Year Projection, 2022-2024 reports

d) Audit - no report

e) Personnel - no report

f) Fundraising

- i.) The committee met prior to the board meeting.

- ii.) Volunteers are needed for the December 4th Cookie Walk.

5.) Motion to approve committee reports. Pat Novak moved. Laurie Lorenzetti second. All approve. Motion passed.

6.) Approval of minutes of September board meeting. Sue Sinicropi moved. Laurie Lorenzetti seconded. All approve. Motion passed.

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