

Seneca Falls Library Board of Trustees
Meeting Minutes

February 21, 2022 – 5:30 PM

Via Zoom conferencing

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

Absent: Pat Novak and Bob Kernan

Staff Present: 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.) Open Meetings Law - Any document to be discussed at board meetings must be posted at least 24 hours in advance of the meeting. There is nothing in the law stating that it must remain posted. All materials to be presented at board meeting will be put onto the SFL website on the Friday before and taken down the following morning (Tuesday). We will begin posting in March.
 - b.) Treasurer's Report
 - i.) See January 2021 financial reports
 - ii.) See documents associated with changing Investment Advisory Services from Morgan Stanley to a new advisor
 - c.) Director's Report
 - i.) See February 2022 Library Director Report
 - ii.) See 2021 NYS Annual Report

Motion to approve the 2021 NYS Annual Report. Susan Sinicropi moves. Mari Sandroni seconds. All in favor. Motion passed.
 - iii.) The Ying Quartet contract

Motion to approve a \$4,000 contract with The Ying Quartet. Deb Jones moves. Cindy Ody-Ortego seconds. All in favor. Motion passed.
- 4.) Committee Reports
 - a) Buildings and Grounds
 - i) See Building and Grounds Report, February 21, 2022

b) Policy and Ethics

- i.) See Covid-19 Procedure

Motion to approve the Covid-19 Procedure. Susan Sinicropi moves. Lorrie Lorenzetti seconds. All in favor. Motion passed.

c) Strategic Planning / Finance – no report

d) Audit

- i.) Audit Committee is in the process of reviewing current financial procedures.

e) Personnel

- i.) See Job description for the Teen & Adult services Coordinator.

Motion to approve the Job Description for the Teen and Adult Services Coordinator. Mari Sandroni moves. Marie Leo seconds. All in favor. Motion approved.

- ii.) The committee is currently working on the Employee Handbook.

f) Fundraising

- i.) Susan is trying to contact Doug's Fish Fry for a fundraising event.

5.) Motion to approve committee reports. Marcy Neumire moves. Cindy Ody-Ortego seconds. All in favor.

6.) Approval of minutes of January board meeting. Dan Emmo moves. Lorrie Lorenzetti seconds. All in favor. Motion passed.

Adjourned 6:17 PM

Next meeting: March 21, 2022 at 5:30 PM, in-person at the SFL.