Board Meeting Minutes for February 23, 2021

Dr. Sandor and Berthe Benedek Memorial Library Board of Trustees Minutes for Meeting #2, 2/23/2021

Members present: Tim Allard, Pres. Bill Fiske, Susan Goodrich, Mary Finch (both leaving at 1:00),

Roxanna Miller, Director Candy Wilson

No members absent, no public in attendance

President Fiske opened the meeting at 12:03. All read the agenda which was accepted as presented.

The minutes for the November 2020 meeting were corrected. Bill moved to accept., Tim seconded. Accepted.

The minutes for the January 26 meeting were read, discussed, and amended (the contract with STLS for $360 covers the servers for a 3yr. period). Bill moved to accept the minutes; Tim seconded. Accepted.

The Treasurer’s Report

Balance sheet as of a January 31–no questions

Balance sheet as of February 20, 2021– no questions.

Operating Budget

Some items had to be back-dated to December (had to show w/ information for the Annual Report.)

Candy will change these entries to reflect their purchase or service for 2020, but the bills did not come until 2021.

No deposits were made during January (deposits went in on 2/2/ 21). There were no further questions. Bill moved to accept the reports, Mary seconded. Accepted.

Old Business

1. Friend’s Group

Membership letters went out in early February. Due to postal delays across the country not all currentor prospective members have received a copy.

1. MHJMH Update

Candy has sent some payments out for computers. More are to come.

1. Policies

A printed final copy of the Sick Leave Policy will be given to all employees.

New Business

1. Annual Reports

The NYS Report is done except for a recheck of our total square footage.

The Report for the Community will include the problems the library has had during this time of the pandemic: work delays, library hours have been maintained after June 2020 even with the viral spread, procedures to provide personal protection for both workers and patrons maintained to make the library safe and usable.

Bill moved to approve both reports. Tim seconded, Accepted.

1. Tasks for 2021 operations

Officers and Trustees each need to complete re-education of 5 hours as the state requires, plus complete sexual harassment training for this year. This training can be done using the available STLS programs.

We need to complete the long-range planning for the library.

The next scheduled board meeting is on March 23. Should Candy’s schedule prevent her from running the meeting even virtually, the meeting will occur the following week.

This meeting adjourned at 1:22.