

Seymour Public Library District Board of Trustees Meeting conducted virtually via zoom

Date: 9/22/2020; The meeting was called to order at 4:05 pm

Present: Russ Harkins, Dawn Taylor, Joe Runkle, Ginny Kent, Larry Liberatore, Jim Hanley

Excused: Ellen Dellostritto, Meg Vanek, Nancy Karpinski

Staff: Lisa Carr, Dixie Warner-Webert, Jackie Kolb

Agenda Item	Discussion	Action Taken/Next Steps
ACTION ITEMS		
<p>CONSENT AGENDA</p> <ul style="list-style-type: none"> • Minutes 8/25/20 meeting <ul style="list-style-type: none"> ○ Correction: change “July statements” to “August statements” • 9/2020 Director’s Report • 9/2020 Library Treasurer’s Report • 9/21/20 Finance Notes • 9/16/20 Board Governance Notes 	<p>Revised Consent Agenda to include Finance notes and Board Governance Notes.</p>	<p>Motion to accept the revised Consent Agenda with correction to minutes and addition of notes by Joe Runkle, seconded by Dawn Taylor, approved unanimously.</p>
<p>Approve Financial Statements from August 2020</p>	<p>Ginny Kent has audited the claims, but not reviewed by committee.</p>	<p>Motion to accept financial statements and claims for August 2020 by Joe Runkle, seconded by Russ Harkins, approved unanimously.</p>
<p>Appointment of Election Chair</p>	<p>Lisa Carr related that staff person Jackie Kolb has accepted the responsibility of overseeing the election process for trustee positions in the upcoming election Wednesday, October 28, 2020. Lisa asked the Trustees to appoint Jackie as election chair.</p>	<p>Motion by Ginny Kent to appoint Jackie Kolb as Election Chair for Library election 2020, seconded by Dawn Taylor, approved unanimously.</p>
<p>Approval of DLD Grant Award</p>	<p>FLLS Board of Trustees voted unanimously to recommend our NYS Public Library Construction grant application for the west lobby funded at \$288,194. Total project cost is \$511,372. Library share is \$223,178.</p>	<p>Motion to approve the amount recommended by FLLS by Russ Harkins, seconded by Joe Runkle, approved unanimously.</p>
<p>Employee Handbook -2nd reading</p>		<p>Tabled for now, bring up in October.</p>
DISCUSSION ITEMS		
<p>Trustee Election</p>	<p>Jackie Kolb presented the process: Petitions due 9/22/20 by 6:00 pm, then legal ads with names of candidates circulated, then election Wednesday, October 28, 2020. Absentee ballot applications available at desk.</p>	
<p>2021 Operating Budget</p>	<p>is being prepared</p>	
<p>Update from Friends and Foundation</p>	<p>Larry Liberatore related that the Foundation meets three times a year and that communication between the Library Board of Trustees and the Foundation needs to be better. There will be a meeting regarding the ownership of the building and transfer next week. Lisa will send to the Foundation board the same package she sends to the Trustees each month.. As the Foundation does not raise money, a gift policy needs to be devised that will work with the Foundation and the library.</p>	

The meeting was adjourned at 4:54 pm

Next Regular Board of Trustees Meeting: October 27, 4:00 pm via zoom

*Respectfully submitted,
Russ Harkins, Secretary*