

Seymour Public Library District
Board of Trustees Meeting via zoom
Date: May 25, 2021

Trustees Present: Russ Harkins, Dawn Taylor, Meg Vanek, Ellen Dellostritto, Joe Runkle, Lynda Deorio, Larry Liberatore, Nancy Karpinski.

Trustees Excused: Ginny Kent

Staff: Lisa Carr, Jill Hand, Dixie Warner-Webert

The meeting was called to order at 4:00 pm

Agenda Item	Discussion	Action Taken/Next Steps
CONSENT AGENDA		
Minutes of 4/ 27/21 meeting Committee Reports --Finance 5/17/21 --Board Governance 5/13/211 --May 2021 Director's Report	Removed May 2021 Directors Report and Finance 5/17/21 from consent agenda. Added Minutes of the 3/10/2021 Special Meeting of the Board of Trustees to consent agenda	Motion by Joe Runkle to approve the Consent Agenda as amended, Russ Harkins seconded, approved unanimously.
PUBLIC COMMENT none		
TRUSTEE EDUCATION		
Lisa Carr related that the Finger Lakes Library System requires an update every five years to a Direct Access Plan (DAP) from its member libraries. The One Card/Many Libraries program outlined in the last DAP has worked out well for member libraries. One part of the DAP specifically addresses how FLLS addresses unserved and underserved communities.		
UPDATES		
Seymour Library Foundation	Nancy Karpinski reported that the Foundation had its annual meeting in person at CCC, where they elected officers (same ones as currently serving). Not adding any new members. In recognition of the time and effort that Lisa and Melanie put forth on behalf of the Foundation, it was decided to reimburse the library district up to \$5000 a year. At a future meeting with attorneys present, 2 big issues will be discussed: transfer of the property to the district and the roof repair.	
Agenda Item	Discussion	Action Taken/Next Steps
ACTION ITEMS		
April 2021 Financial Statements	Joe Runkle reported that the Finance Committee met last week and found nothing alarming. Financial situation appears normal. Liquidity statement has been included and compares April to April.	Motion by Joe Runkle accept the April 2021 Financial Statements, seconded by Lynda Deorio, approved unanimously.
April 2021 Claims	Joe Runkle reported no problems, everything appears normal.	Motion by Joe Runkle to accept the claims for April 2021, seconded by Ellen Dellostritto, approved unanimously.
Public Information Officer	Lisa Carr reported three candidates were interviewed and she has provisionally hired Maureen McEvers to start in early June.	Motion by Meg Vanek to approve provisional appointment of Maureen McEvers as Public Information Officer, Russ Harkins seconded, approved unanimously.

Mask Wearing Policy	<p>Lisa reported that changes have been happening at the Federal and State levels regarding mask-wearing requirements. Current library policy is: “all patrons must wear face coverings upon entering and must keep on during visit.” Lisa recommended changing the wording to “all patrons are requested to wear a mask”. The reasoning is that children under 12 can’t be vaccinated yet, so it is important to remain masked to protect them while they are in the building. This wording change will be reflected in the library reopening safety plan submitted to NYS.</p> <p>All employees will continue to wear masks in public areas of the building.</p>	Motion by Joe Runkle to accept this wording change to mask wearing policy, seconded by Nancy Karpinski, approved unanimously.
DISCUSSION ITEMS		
General Accounting Policy-first reading	The Finance Committee has reviewed it for updating, no major changes so far. Will bring up at next meeting for Board approval	
Strategic Planning Draft Statements and next steps	Committee consisting of Russ, Jackie, Ginny and Lisa have developed an updated version to the mission/vision/values. In the next phase, Lisa/staff will work with community focus groups to review the document. Melina Carnicelli will lead a board/staff meeting to get consensus on the core statements.	
2022 Budget meeting 6/2/21 at 4:30 via zoom.	Joe Runkle asked that anyone on the Board that is interested, please attend.	

The meeting adjourned at 4:45 pm

Next Regular Board of Trustees Meeting: June 22, 2021 via zoom

Respectfully submitted,

***Russ Harkins
Secretary***