

MAXWELL MEMORIAL LIBRARY

Board of Trustees Meeting and Agenda

June 15, 2020

MEETING CALLED TO ORDER President Lucille Adorante 6:04 p.m.

ATTENDING VIA ZOOM

Lucille Adorante, President Alyssa Ali, Director Donna Breen, Cynthia Drake, Michael Dendis, Megan Glass, Barbara Parsons, Marcia Wickert
Rena Brower Interim Director, Sally Kondziela

WELCOME VIA ZOOM

MaryLou Rohner, Robin Pierce, Jennifer Groth

MINUTES No Corrections. Motion Made to Accept Michael Dendis
Seconded Barbara Parsons
Unanimously All in Favor

Marcia Wickert Sustained
She did not receive the minutes.

TREASURERS REPORT Michael Dendis

Checking Account \$2281.37
Saving Account \$169,231.92

Petty Cash \$50,000.00

Total from all accounts \$171663.29

The revenues in May \$1,214.00

The expenditures in May \$31,362.00

Expenses over receipts \$30,140.00

Michael will inquire with Frank regarding payroll fees from Paycheck

Motion to Approve Marcia Wickert

Seconded
All in Favor

Megan Glass

DIRECTORS REPORT Alyssa Ali

Curbside pickup began on June 15th. Offering this between 10 am and 5 pm Mondays thru Thursdays. 10am to 5pm on Fridays, 10am to 5 pm on Saturdays. Patrons have been most receptive . In the report Alyssa stated that a plexiglass partition at the service station will be installed. The carpet was cleaned on May 29th. There is a delay to begin the boiler. but Alyssa has been in contact with E.Kreis to confirm when it can be done.The parking lot has been done .Striping will be done next. We are co-hosting a book discussion for the Ungrateful Refugees by Dina Nayan on June 17th. Melissa has been working to set up the summer reading program brochure starts on July 1st. Craft will be grab and go. She is also planning a coloring contest and a take home cake decorating using our cake pan collection.

Motion made to accept
Seconded
All in Favor

Michael Dendis
Donna Breen

PRESIDENTS REPORT Lucille A.

Discussion was regarding the July Meeting. Previously it was discussed that the meetings in July have not been noted for the July Board Meetings Thus putting it in August. There are still committee meetings regarding Strategic Planning and Fundraising that will be needed.

When results come out then a new budget can be proposed for next year.

I opened an Americu Acct. \$100.00 to entitle us to apply for PPP.

Alyssa inquired about vacation.. When to put in her request. Include in directions a report when and how many days and how many days left after her vacation. to notify Lucille by e-mail.

FRIENDS Barbara Parsons

I attended meeting via Zoom June 2. They attended two seminars. They will report about them.

STRATEGIC PLANNING Cynthia Drake

I am sending out a survey to Board Members, Friends, and Community Leaders . Asking them to respond to the review by June 23rd.

GUEST COMMENTS Mary Lou attended a seminar in Canandaigua. Discussion was informative regarding fundraising, she told the Board about different ideas that they had done to increase their monies.

Jenn attended United Library---it was in general a meeting to stress continuance in supporting the libraries. And to continue to communicate.

OLD BUSINESS Boiler still waiting.
Carpets have been cleaned.

NEW BUSINESS Hiring a new Circulation Clerk to replace Margaret. at best 2X a week.

Alyssa has an opportunity for a bootcamp . Expences \$100.00 She will brief the Board of the meeting at the next one in Aug.

ADJOURNMENT Lucille A. Motion Donna Breen
Seconded Cynthia Drake
Unanimously in Favor

Respectfully Submitted
Sally Kondziela

