

MAXWELL MEMORIAL LIBRARY

JANUARY 11, 2021

Board of Trustees Meeting and Agenda

CALL TO ORDER. VIA ZOOM LUCILLE ADORANTE at 6:00 p.m.

VISITORS PRESENT. KEY BANK INVESTMENT Paul Sheedy  
James Keller III  
Jordan Delaporte  
FRIENDS Attending. Robin Pierre  
Mary Lou Rohner, President

BOARD MEMBERS PRESENT Lucille Adorante President  
Marcia Wickert  
Megan Glass  
Barbara Parsons  
George Mango  
Cynthia Drake  
Alyssa Ali. Director  
Rena Brower  
Sally Kondziela

KEY BANK. INFORMATIVE MEETING This was an informative meeting giving the Board ideas and solutions for looking into higher interest rate . It was asked what portion needed to be liquid. And what interest rates would be likely in annuities. James mostly spoke about fixed annuities

The board had further discussion into what direction to apply . It was suggested that we first look into Americu It was determined that we would not close out this account .Lucille will make a deposit to keep this account opened until they have looked into their possibilities regarding their interest rates.

George M. Stated that we needed flexibility. Marcia made a suggestion to leave Americu account open until a decision has been made regarding the investment decision.

A motion was made to keep the account opened with a \$5.00 deposit.

Motion made Barbara P  
Seconded Megan G.  
All in favor

MINUTES January 11 2021 It was suggested that each motion should be prefaced with the intended motion

Motion made to accept Minutes from November Meeting  
Motion. Marcia W.  
Seconded. Barbara  
All in Favor

TREASURERS REPORT. George Mango

LIABILITIES and EQUITY for November. \$391,789.19  
NET INCOME \$291,786.75  
RETAINED EARNINGS. \$100,002.44

A motion was made to accept the Treasurers Report for November

Motion made .....Megan Glass  
Seconded Barbara Parsons  
All in Favor

Lucille gave a report on the update of the PPP loan forgiveness . The paper work was submitted by Michael D. There has not been a reply.

George mentioned that there were a few grants submitted in the works...everything seems in place and running well. He and Lucille will look into investment planning further. George suggested a Finance Committee and have them meet quarterly .

LIABILITIES and EQUITY for December. \$365,383.68  
NET INCOME \$265,381.24  
RETAINED EARNINGS. \$100,002.44

A motion was made to accept December Treasurers report

Motion. Made Barbara Parsons  
Seconded Cynthia D.  
All in Favor

DIRECTORS REPORT. Alyssa AI

There will be a Friends Webinar on January 12 at 2 p.m.  
Maxwell has gone to curbside only. There have been no patron complaints. I have had 2 staff meetings and employee evaluations. We made \$925 on Tree of Gifts. And have "far exceeded" the Annual Fund Drive netting \$8372.94.

We are starting to do a physical inventory of all materials in the library

A motion was made to accept the Directors report.

Motion made. George M.  
Seconded. Barbara P.  
All in Favor

YOUTH SERVICES REPORT. Melissa. Lewandowski

I have been attending meetings regarding youth participation. I am now on the OCPL Summer Reading Task Force a group which shares ideas for ways to promote summer reading.

A motion was made to accept Youth Services Report

Motion made	Barbara P
Seconded.	George M
All in Favor	

PRESIDENTS REPORT. Lucille A.

The Christmas Luncheon for the Staff at Maxwell Library was received very well and Lucille received many thank you's.

It was presented to the Board that a Board Evaluation Committee should be done. Megan Glass agreed to promote this and agreed also to chair the committee. She will research the process.and will report to the Board in March on how to proceed.

On the agenda next was the discussion to increase the Referendum to W. Genesee School District. Lucille suggested 2% increase It is now \$352,777.00. with the increase it would be \$359,833.00 as it would be within the tax cap.

A motion was made to accept the increase.

Motion made.	Marcia W.
Seconded	Barbara P
Abstained	Cynthia Drake
Passed with one abstention	

The next meeting will be March 15th at 6pm

It was noted that there needs to be two signees for cashing checks. . We should consider an audit. The suggestion was tabled until the next meeting in March.

FRIENDS REPORT. Barb Parsons

Il met with them for the Annual meeting. They have elected a President as Mary Lou will retire The Executive session determined new officers

STRATEGIC PLANNING. Cynthia Drake

The next meeting will be January 28th 2021 at 6 p.m. Marcia will set up meeting

OLD BUSINESS

There will be a vote to continue curbside until February 1,2021. The director will evaluate curbside or have the library open each month. Director will update the Board as advised.

The director has begun inventory.It will enable us to access book location much easier.

There was discussion about a third phone line.

A motion was made to accept curbside until Feb. 1.2021

Motion made...Megan G.  
Seconded.....Marcia W  
All in Favor

NEW BUSINESS.

Alyssa informed the Board that Rena has been at Maxwell Library for 25 years in March. .

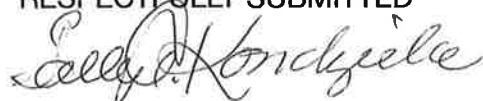
Lucille inquired thoughts about increasing budget line items from \$8,000 to \$10,000. It was determined that it should stay the same . It was discussed further. and determined that it didn't appear advisable at this time.

ADJOURNMENT. At 8p.m.. Lucille A.

Motion was made to adjourn

Motion made. George Mango  
Seconded. Barbara P.  
All in Favor

RESPECTFULLY SUBMITTED



SALLY KONDZIELA