

**MAXWELL MEMORIAL LIBRARY**

March 15,2021

**BOARD OF TRUSTEES MEETING AND AGENDA**

Meeting called to order at 6:02 George Mango, Treasurer

Attending. George Mango,Treasurer, Lucille Adorante,President, Alyssa Ali, Director ,Rena Brower, Cynthia Drake,Marcia Wickert, Barb Parsons Sally Kondziela Megan Glass

Visitor Attending Mary Lou Rohner Friends Representative

Approval of Minutes of Meeting Motion made to accept minutes of the January Meeting

Motion. Cynthia Drake  
Seconded. Barbara Parsons  
All in Favor

**TREASURERS REPORT George M.**

Assets Total Equity and Liabilities.....\$311584.13 February  
Assets Total Equity and Liabilities.....\$336,023.68 January  
Retained earnings..... \$100,002.44

Approval of Treasurers Report of January and February. Motion. Marcia W  
Seconded. Lucille A  
..... All in Favor

PPP loan replied that it was forgiven. Lucille will cancel out Americu Acct.

Motion was made to cancel Americu Account

Motion - Sally K.  
Seconded Barbara  
All in Favor

**DIRECTORS REPORT Alyssa ,Director**

We have reduced quarantine time on materials starting on March 8th—going down to 4 days. There have been many meetings which I have attended. Lucille and I attended a meeting at the Fairmount Library with their Board president. We

discussed future programs and advertising etc. and with Melissa discussion on the summer reading program. Zoom programs have been very successful.

There was discussion on the AP Plumbing estimate. It was tabled for further discussion.

Approval of the Directors Report

Motion.made.. Lucille  
Seconded. Sally  
All in Favor

#### ANNUAL REPORT NYS.

A motion was made to approve the Annual Report as written.

Motion..Barbara P.  
Seconded Lucille A.  
All in Favor

#### YOUTH SERVICES REPORT Melissa

A motion was made to accept Youth Report.

Motion Cynthia  
Seconded. Megan G.  
All I Favor

PRESIDENTS REPORT Lucille via George M.

The next meeting will be April 19th at 6pm

#### FRIENDS REPORT. Barb P.

Barb thanked the Friends for their donation to the Easter Raffle of \$50.

Barb and Alyssa attended a meeting They are anticipating the sale of geraniums Mary Lou Rohner a visitor to. our Board meeting from Friends then discussed the program . They are currently looking into purchasing the geraniums . The week of probability of sale would be 15 or 22 May.

#### STRATEGIC PLANNING. Cynthia D.

I am formulating setup goals and a deadline. I will send out time for next meeting.

A new committee Building and Grounds to be formed. Members included : George M. Barb P., Cynthia D.,Marcia.

They will further discuss the estimate of AP Plumbing.The Director will also be a member of the committee.

#### BOARD EVALUATION COMMITTEE. Megan G.

I have information that needs to be reviewed . I will make this information available to the committee then will assess the information. Members of this committee ....Megan G., Lucille.,Sally, Barb.

#### FINANCE COMMITTEE

George, Cynthia, Marcia

We spoke to Mark Hill at Upstate Financial Network regarding investment of funds. It was recommended that a portion of retained earnings be moved into a moderate conservative investment fund. That would be \$50,000.

There is a motion to move \$50,000 of the retained earnings

A motion was made to open the account with Upstate Financial Network moving a portion of the retained earnings .

Motion Lucille  
Seconded Cynthia D.  
All in Favor

A motion was made that \$50,000 portion of our retained earnings be deposited in our investment at Upstate Financial .Network

Motion .Lucille A.  
Seconded Cynthia D.  
All in Favor

#### FUNDRAISING COMMITTEE

Basket Drawing ...Slowly coming in with \$. Tickets are available They can be picked up at anytime here ..We need another meeting for fundraising . Ideas are always welcome.

#### OLD BUSINESS.

There will be reevaluation of curbside. A staff meeting will be held on Wednesday. Discussion will be on opening fully. Most of the staff has been inoculated for the COVID.

#### NEW BUSINESS

We are waiting for a response regarding an audit.

There are no guest comments. Visitors may be excused.  
We will go to the Executive Session. 7:07 pm

The motion was made to go to the Executive Session.

Motion. Lucille  
Seconded Barb P.

A motion was made to conclude the Executive Session to return to our regular session

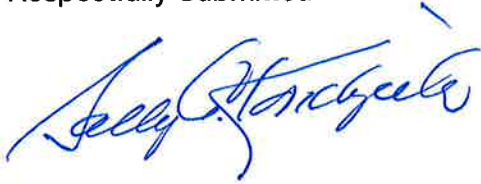
Motion. Lucille  
Sally K.  
All in Favor

ADJOURNMENT

The motion was made to adjourn.

Motion Barb P.  
Seconded Marcia  
All in Favor

Respectfully Submitted

A handwritten signature in blue ink, appearing to read "Sally Kondziela", is written in a cursive style.

Sally Kondziela