

MAXWELL MEMORIAL LIBRARY

BOARD OF TRUSTEES MEETING AND AGENDA

APRIL 19, 2021

Meeting called to order by President Lucille Adorante at 6:03 p.m.

Attendance.                    President Lucille Adorante  
                                     Alyssa Ali, Director  
                                     Donna Breen  
                                     George Mango, Treasurer  
                                     Cynthia Drake  
                                     Barbara Parsons  
                                     Marcia Wickert  
                                     Megan Glass  
                                     Rena Brower  
                                     Sally Kondziela, Secretary

Visitor                            Mary Lou Rohner,

Motion made to approve the minutes from March Meeting.

Motion. Donna B.  
Seconded Barbara P  
All in Favor

TREASURERS REPORT. .	George M	
	Total Checking/Savings.	282,833.60
	Retained Earnings	100,002.44
	Net Income	182,831.16

Approval of the Treasurers Report for March

Motion. Marcia W.  
Seconded. Donna B  
Motion Carried All in Favor

DIRECTORS REPORT

We will do away with appointments on May 3rd. We will be able to accommodate walk-in traffic keeping occupancy at required 50%. Staff meetings are ongoing monthly. Melissa of our Youth Services and I met with Fairmount Library for inclusion on the summer reading program and summer reading at the Farmers Market.

I have an updated Collection Development Policy in place. This is the beginning of a monthly policy review update. Pete has done a review for the Collection Developing Policy

Miss Sally has retired. The staff sent flowers and a card. Melissa will be taking on her story times. Winners for the Basket Drawing have been announced and picked up by the winners...\$460.00 was realized

May 15th is National Chocolate Chip Day— —We are holding a take home taste test. Melissa of Youth Services has been active with many projects within the area. She has been attending Youth Services meetings.

I would like to start each meeting reapproving policies.

The motion was made to approve the request for consideration and the Collection Development Policy.

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

PRESIDENTS REPORT. Lucille Adorante

There was discussion on the memo for “What Every Trustee Should Know”and about the Webinar that everyone attended zoom.

It was suggested that in order to engage members of our community who are disenfranchised from our library as a result of language differences, economic differences, and or cultural differences: we recruit volunteers or part time employees that are from these community groups to be our liaisons and guide us outreach.

The next meeting will be May 17th at 6:00

FRIENDS REPORT. Barbara Parsons

The Geranium sales are coming along fine..we have more sales coming in everyday. Pick up day is the 15th of May 9 til noon. April zoom meeting we had a guest speaker Kelly Chambala,librarian.

Junior Friends planted the daffodil bulbs under the library sign and their splendor is being received by all who pass by.

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STRATEGIC PLANNING COMMITTEE. Cynthia D.

Next meeting April 29 at 6 pm ..It will be a zoom meeting. If unable to attend please call. There will be need for additional members to help with this committee.

BOARD EVALUATION COMMITTEE. Megan G.

The draft of the Board of trustees Annual Self-evaluation committee was sent to all members of the Board to evaluate their knowledge of the operation of the Board. It was determined that this evaluation will be in January. A copy will be sent to you for your reply to be assessed at the January meeting in 2022. Questions can be asked and further changes will be discussed and made according to protocol.

BUILDING AND GROUNDS. George M.

There was an open discussion and suggestions made for priorities for this coming year. There is a need to have room for better storage for the papers and information that is housed in the basement. The area is musty and damp . AP plumbing will be needed to install vapor barrier in the crawl space flooring etc. and secure insulation about the pipes. Close vents in crawl space during cold season. Run dehumidifier all year round. Peeling paint needs to be scraped and painted.

There was discussion about the exit door that will be tabled . There will be a quote needed for a panic bar to the door which was not included in the estimate.

We may need a grant in June or July to be able to complete these tasks.

FUNDRAISING

Alyssa reported that the Basket Raffle netted \$460.00 . Lucille asked for the Board Members that are on this committee be available on May 4th at 6 p m . The Friends will be asked to join this committee as well.

There is a webinar April 22 at 4:00 p m for ideas.

OLD BUSINESS.

It was agreed that Mr Michael Lisson will perform the audit requested for \$6,000.00

The motion was made for Michael to do the audit.....	Motion made	George
	Seconded	Barbara
	All in Favor	

NEW BUSINESS

The applicant for the new Board Member was not present. There was no further discussion.

ADJOURNMENT

A MOTION WAS MADE TO ADJOURN

Motion. Made	George
Seconded.	Donna B.
All in Favor	

Respectfully Submitted



Sally Kondziela