

MAXWELL MEMORIAL LIBRARY

BOARD OF TRUSTEES MEETING AND MINUTES  
SEPTEMBER 20, 2021

Meeting called to order by President Lucille Adorante at 6:01 p m ...

ATTENDANCE.            Lucille Adorante, President  
                              George Mango, Treasurer  
                              Alyssa Ali, Director  
                              Donna Breen Vice President  
                              Barbara Parsons  
                              Cynthia Drake  
                              Marcia Wickert  
                              Anne Henderson  
                              Rena Brower  
                              Sally Kondziela, Secretary

Approval of the Minutes.    August 16, 2021.

Motion Made by Marcia Wickert  
Seconded        Barbara P.  
Motion Carried by All

Approval of the Minutes as amended August 30, 2021.

Motion Made...Sally K.  
Seconded.       George M.  
Motion Carried by All

TREASURERS REPORT.    George M.

Key Bank Checking    \$1389.51  
Key Bank Savings.    \$97774.59  
Petty Cash.               \$50.00

Total Current Assets..150,418.93

Retained Earnings.    100,002.44  
Net Earnings.           50,416.49  
Total Equity.            150,418.93

A motion was made to approve the Treasurers Report as presented.

Motion Anne H.  
Seconded Donna B.  
All in Favor

Current investment total \$51,767.82....An increase from last month \$562.99

2021 Budget. Was discussed and approved. The 3% raise for the staff and director was approved.

A motion was made to approved the budget as presented.

Motion Cynthia D  
Seconded Barbar Parsons

All in Favor..None Apposed

DIRECTORS REPORT. Alyssa Ali

I have hired a new staff member, Michelle Crews. She has a background in freelance marketing.

Melissa and I will be attending NYLA on Nov 3rd in person at the OnCenter.

Maxwell's audit is completed.

A motion was made to approve the Directors Report

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

YOUTH SERVICES REPORT. Melissa

I have worked it out so that we could have some shows at Munro Park .It has been an asset for the program.

For our grades 0-5 reading program, there were 65 participants and an amazing 11,484 minutes ready in total. For our grades 6-12 reading program, there were 7 participants and they read for an amazing 993 minutes.

Motion Barbara P.  
Seconded. Cynthia D.  
All in favor

PRESIDENTS REPORT. Lucille A.

I have obtained the labels for the Annual Appeal. Altho Alyssa has found a company that perhaps can assist us productively and less expensive . We are looking into this for the Annual Appeal. We will discuss the Board Elections and new officers at our next meeting.

Our next meeting will be October 25th at 6pm.

FRIENDS. Ann Henderson

They will announce the Fall Bulb Sale. They voted to reallocate the \$525 that they previously gave the library to purchase a new projector system. This money will be put towards a more cost effective solution for our Community Room. We now have a wall-mounted 75 inch TV, with bluetooth, internet connection and sound bar. We thank the friends for helping us with this solution. It will provide us to allow presentations video conferencing , and movies.

STRATEGIC PLANNING REPORT. Cynthia D.

I will send out a notice for the next meeting in October.

## BUILDING AND GROUNDS. George M.

There was a zoom meeting on Sept. 17, 2021. at noon.... A review of the last meeting was made. The assignments were discussed. We have looked at seven sites and are waiting for a few more, Lucille reported on costs for storage on Milton Ave. It was decided that the format laid out by the Camillus Fire Department be used. George asked that description of sites be sent to him as a email attachment. Meeting adjourned at 12:35 p.m.

FUNDRAISING The Annual Appeal has been addressed. There will be a Christmas Raffle.. We can start asking for Gift Cards from the Community. There will be a letter of introduction to assist us to acquire donations.

## OLD BUSINESS

The audit is completed

## NEW BUSINESS

Marcia will have a clergy report at the next meeting.

OCPL MOU Discussed and Voted upon.

Motion. Barbara Parsons  
Seconded. George Mango  
All in Favor

Director Alyssa and Rena Brower left the meeting.

## EXECUTIVE SESSION

A motion was made to go to the Executive Session

Motion. Ann Henderson  
Seconded. Donna Breen  
All in Favor

Meeting to Adjourn. At 7:38 pm Motion made by George M.  
Seconded by Donna Breen  
All in Favor

Respectfully submitted

Sally Kondziela. Secretary

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EXECUTIVE COMMITTEE REPORT  
SEPTEMBER 20,2021

President called to order at 7:29 pm

Lucille spoke that we needed to do the Director evaluation at the November meeting. She will send us the forms to complete. Professional comments would be welcomed.

Motion was made to return to the regular session.

Motion Cynthia Drake  
Seconded Sally K.  
All in Favor

ADJOURNMENT. At 7:38 pm

A motion was made to adjourn to the regular session.

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

Respectfully submitted

A handwritten signature in cursive script, appearing to read 'Sally Kondziela', with a large, sweeping flourish at the end.

Sally Kondziela ,Secretary