

Fred & Harriett Taylor Memorial Library Board of Trustees Meeting

Tuesday, December 14, 2021

Present: President Roger Tompkins, Director Sally Murphy, Sam Pennise, Carrie Crane, Mary Jo Hanna, Ruth Barry, Nancy Wightman; Erin Kellogg, Marsha Watson, Mike Page, Via Zoom

Absent: Linda Carl, Travis Raab

Meeting Called to Order: President Tompkins opened the meeting at 6:03 P.M

Minutes Approval: Trustee Pennise made, and Trustee Wightman seconded, a motion to accept the November minutes. All approved.

Director Murphy's Report:

Director Murphy's report stated that the library is following the new masking requirements that were effective 12/13/2021. She also shared that school collaborations are occurring at the end of the week.

Director Murphy notified the board that the library did not receive the hotspot grant. She is hopeful that we can get funding for next year and she researched alternative solutions. She presented two options, TechSoup and Mobile Beacon, to consider. One of the grants that we already received could cover half the cost of the devices. The board agreed to let Director Murphy move forward with purchasing the hotspots.

Treasurer Report:

Trustee Page presented the 2022 budget and it compares well to the 2021 budget with some expected year to year expense increases.

Trustee Wightman motions to accept the 2022 budget, Trustee Barry seconds, all approved.

Technology Report:

There was no reporting for technology.

Fundraising Report:

Trustee Crane reported that YTD totals from the Annual Appeal letters are \$7,205 from 80 donors; a 23% return. The end of 2020 was \$9,920 with a 32% return.

Used Book Room Report:

Trustee Watson reported that the Ebay sales for November were \$299.18 and the Saturday book sales were \$484. The monthly total for November is \$783.18. The year to date sales for 2021 are \$13,867.26.

Trustee Watson is asking for those able to work Saturday sales in March, to contact her.

Buildings & Grounds Report:

Trustee Pennise shared there is nothing pressing at the moment and discussed the continued plans and his commitment for the memorial.

At the November meeting, Trustee Pennise discussed consolidating services and will continue to look into this. He reminded the board that he will continue to monitor the grounds and oversee current contracts so that involved parties know the scope of work.

Memorials Report:

Director Murphy reported on Trustee Carl's behalf that there were no new memorials for November and the YTD is \$14,330.40.

Old Business:

- *Longest Table 2022:* Director Murphy contacted the Curtiss Museum and confirmed there were no conflicts between them and us for September 17, 2022. Trustee Watson will proceed with confirming September 17th, 2022 as the next Longest Table Date.

New Business:

- *Board of officers for 2022:*
 - President: Roger Tompkins
 - Secretary: Carrie Crane
 - Treasurer: Mike Page

Trustee Wightman motions to accept the slate of officers, Trustee Hanna seconds, all approved.

- *Executive Session:* President Tompkins made, and Trustee Wightman seconded, a motion to go into executive session at 6:44 P.M. Trustee Pennise made, and Trustee Wightman seconded, a motion to end the executive session at 6:58 PM.

Trustee Watson motioned to accept the decisions made during the executive session, Trustee Hanna seconded, all approved.

Next Meeting Date: January 11, 2022 at 6 PM

Adjournment: Trustee Pennise moved to adjourn, seconded by Trustee Wightman. All approved and the Chairman adjourned the meeting at 6:59 PM.

*Respectfully Submitted,
Carrie Crane*