

Pine Plains Free Library

Board of Trustees

Meeting Minutes

February 21, 2023

In Person and Zoom (indicated by Z)

Attendees

Library Board of Trustees :

President-Claire Gunning, **Vice President**-Keary Hanan **Secretary**-Kenda Ward

Trustees: Ethan DiMaria, Patrick MacMurray(Z),

Non Voting Attendees:

Library Director- Alexis Tackett

Treasurer and Financial Officer-Ted Mallozzi (Z)

Friends of the Library-Jean Osofsky

Town Liaison:Sarah Jones (Z)

Absent: Trustee Darrin Culver

Call to Order and Welcome: by Claire Gunning at 7:05pm

President's Report: Claire stated she sent a letter in January to the Town Board regarding use of the upstairs space but has not had a response. Sarah said to keep asking for permission. Keary made the point that it is not the Library needing the space but the patrons of the Library who need privacy for certain meetings. The Town Board will be approached with that view point in mind. Board members are still needed.

Approval of Minutes:- Ethan made a motion to accept the Minutes for January 17, 2023 with the correction of 3 grammatical errors.. Keary seconded, all approved, motion passed.

Payment of Bills: Ethan made the motion to accept CAP#230221F, Keary seconded, all approved, motion passed.

Claire asked where the \$50K donation from Nancy Perkins would be deposited. Alexis stated it should be put into account #58- Capital Reserves for future improvements. The improvement should be attributed to Ms Perkins, possibly with a plaque. Ted reminded the Board that transferring money from Account #58 needs a Library Board motion to access and use.

Reports

President: see above.

Finance: Keary made the motion to accept the Financial Reports for January 2023. Patrick seconded. All approved, motion passed.

Director:

Alexis reported on several programs the Library will be participating in over the next few months. Welcome to Annie Mallozzi new Director's Assistant.

Friends:

Jean reported that the Friends have reserved the upstairs room for the Book Sale in May. Alexis has set up a scanner and Friends is scanning and sorting books. They will start collecting books for the sale in April. There will be a Lunch and Learn in April. There will be herbs in containers for the community outside this year- possibly a Lunch and Learn for that. Books in the outer lobby are selling.

Open Business:

*Signage- Keary has found some good non-wood designs. Awaiting Logo samples.

*Revised by-laws- regarding payment of the bills- Phone, trash, ISP, Internet can be automatically paid with a resolution each year- same as the payroll. The question of having caps on those bills in case of error was asked. Alexis stated all bills were checked by her, Ted, and Nelson prior to being submitted for Board approval. Any error would be dealt with before Board approval. As well, if a Board quorum is not present a new meeting should be set with 72 hours notice of rescheduling made to the public.

*Policy Review Committee- Keary and Claire volunteered.

Adjournment:

Motion to adjourn by Ethan and Keary at 8:17pm. All in favor.

Kenda Ward

Secretary BoT PPFL

2/23/23