

Pine Plains Free Library

Board of Trustees

Meeting Minutes

January 17, 2023

In Person and Zoom (indicated by Z)

Attendees

Library Board of Trustees :

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

Trustees: Darrin Culver(Z), 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

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

Approval of Minutes:- Ethan made a motion to accept the Minutes for 12/20/22 with the clarification in the Presidents Report that it is the ramp for the parking lot entrance that is in discussion with the Town and in the Directors section the position is for a Library Assistant. Keary seconded, all approved, motion passed.

Payment of Bills: Keary made the motion to accept CAP#230117F in the amount of \$14,179.44 with the amendment to change the invoice number for The Hartford (check #3742) to 509061473275 in the pending section and the December dates in the reports changed from 2023 to 2022 both in CAPF. Ethan seconded, all approved, motion passed.

Reports

President: Claire is getting acclimated to being President. Facility, Funding, and Policy reviews to follow.

Finance: Darrin made the motion to accept the Financial Reports for December 2022. Keary seconded with the change to be made to Income Report- Total Expenses were \$1044.79 and not \$1,1044.79 . All approved, motion passed.

Directors Report:

*Appeal donations are coming in.

*3 applicants for the Director's Assistant came in- 2 look very good.

Friends:

*mini book sale made over \$100.

*Friends contributed \$800 for the Teen Writing Workshop.

- *Planning 2 STEM craft kits with Alexis's help.
- *Membership Drive the first week of February.
- *The Annual Meeting was held with the election of new officers.

Open Business:

- *Disaster Recovery Plan- Alexis will look into.
- *Signage- Keary has found some good non-wood designs.
- *Facility Plan- off the table for now.
- *Comments on revised by-laws- tabled until 2/21/23.
- *Future plans for funding- Patrick, Claire, Alexis, and Ted will meet with Rebekkah Smith-Aldrich.
- *Funding Committee to meet next week.

New Business:

- *Policy Review Committee- Alexis would like to review the Personnel Policy- Keary can help.
- *Ethan will draft a letter to the Town Board requesting the upstairs meeting space and a key be made available to the Library.

Adjournment:

Motion to adjourn by Claire at 7:56 Darrin and Keary seconded. All in favor.

Kenda Ward

Secretary BoT PPFL

2/5/23