

Massena Public Library

Meeting of Board of Trustees-January 11, 2022-Via Zoom

Present: President Joseph Savoca, Treasurer, Linda McDonald, Secretary Patty Ryan, Trustees Marie Kirwan and Susan Gray

Town Liaison: Adrian Taraska

Library Director: Elaine Dunne

The January 11, 2022 meeting was called to order by President Savoca at 4:01 PM.

- I. **Minutes of the December 14th Meeting:** After reading the minutes of the Dec. 14th meeting a motion was made by Treasurer McDonald and seconded by Trustee Kirwan to accept the minutes as presented. Carried 5-0
- II. **Organizational Business:**
 - A. **Trustee Terms:** The Board reviewed the Board of Trustees' Terms. A motion was made by Trustee Kirwan and seconded by Secretary Ryan, that Susan Gray be appointed to the Board. Carried 5-0
Citing Education Law 226, (4) President Savoca noted that Trustee Susan Gray will fill the unexpired term of John Bain and subsequently John LePage; thus, serving until Dec. 31, 2025.
 - B. **Election of Officers:** Treasurer McDonald made a motion, seconded by Trustee Kirwan that Joseph Savoca remain as President of the Board. Carried 5-0 Trustee Kirwan made a motion, seconded by Treasurer McDonald that Patty Ryan serve as Secretary and Linda McDonald serve as Treasurer. Carried 5-0
- III. **Unfinished Business:**
 - A. **2022 Schedule of Holiday Closing Dates:** A motion was made by Treasurer McDonald, seconded by Trustee Kirwan to adopt the presented schedule of Holiday Closing Dates. Carried 5-0
 - B. **2022 Board of Trustees Meeting Schedule:** A motion was made by Secretary Ryan, seconded by Trustee Kirwan to adopt the presented schedule of Trustee Meeting Dates. Carried 5-0 (The MPL Board of Trustees will continue to meet on the second Tuesday of the month at 4 PM.)
 - C. **2022 Budget:** A motion was made by Secretary Ryan, seconded by Trustee Kirwan to adopt the budget as presented. Carried 5-0
At this point President Savoca commented that this year's budget is \$83,000 less than last year's, and thus expenditures must be monitored closely.
 - D. **Badenhausen Library Branch:** The Massena Public Library no longer has a branch in Brasher. From this point the former branch is rebranded as the Badenhausen Tri-Town Reading Room. Director Dunne stated that some bills will appear as charge backs. The Town of Massena will conduct an audit of the remaining funds from Dr. Badenhausen's generous support of the Badenhausen Branch. At the completion of the audit the remaining funds will be given to the Badenhausen Tri-Town Reading Room honoring the directives in the Branch's funding contract.

- E. Policy Vote – (A) Request for Reconsideration of Materials, (B) Public Comments:** A motion was made by President Savoca, seconded by Treasurer McDonald to adopt Policy A- Request for Reconsideration of Materials as presented. Carried 5-0 A motion was made by Secretary Ryan, seconded by Treasurer McDonald to adopt Policy B-Public Comments. Carried 5-0 Director Dunne plans to include revisions of Policies regularly for Board approval; and in this was to complete the updating of MPL's Policies.
- F. Circulation Reports:** Director Dunne noted that while circulation often drops in December MPL's was close to that of last month. As in person programming resumes with COVID precautions in place she hopes to see numbers rise. The Director also informed the Board that a new door counter is on order (this will count the number of visitors entering the library).
- G. Transfer of Funds:** A motion was made by Treasurer McDonald, seconded by Trustee Kirwan to transfer \$2,642.07 from the Brasher Branch to MPL for the purpose of salaries, supplies and operation. Carried 5-0 (This will be the final time for this transfer.)
- H. Other Unfinished Business:** No other unfinished business was discussed.
- IV. New Business:**
- A. Presentation of Bills for Payment:** Bills in the amount of \$191.75 for the Brasher Branch and \$165,740.63 for MPL were presented for payment. A motion was made by Treasurer McDonald, seconded by Secretary Ryan to pay the bills as presented. Carried 5-0
- B. Plans for 2022:** Director Dunne will forward her comments on MPL's Long Range Plan by the end of the week in order that Board members can send comments to be reviewed at the next Board Meeting. The Director will also order copies of the Handbook For Library Trustees of New York State for Susan Gray and Adrian Taraska.
- C. Date of Next Board Meeting:** The next Board Meeting will be Feb. 8, 2022.
- D. Other New Business:** President Savoca presented many ideas for celebrating the library's 125th Anniversary. Those suggestions included the anniversary of the Power Canal. The library's namesake, Henry Warren was a proponent of that Canal. This year also marks the 60th year of the Library Building which was dedicated to Mr. Warren. The first week in April is National Library Week; Library Giving Day will be April 6, 2022. Director Dunne suggested we follow a similar pattern as last year's events and form committees to work on the exhibit highlighting the history of the library. A Non-Profit Fair is another event planned to showcase organizations in our area.
- V. Adjournment:** At 5:03 PM a motion was made by Secretary Ryan, seconded by Trustee Kirwan to adjourn the January 11,2022 Meeting. Carried 5-0

Respectfully submitted
Latty Ryan - Secretary
Mascena Public Library Board of Trustees
Feb. 8, 2022