



Massena Public Library

Meeting of Board of Trustees-September 14, 2021- Via Zoom

Present: President Joseph Savoca, Treasurer Linda McDonald, Secretary Patty Ryan, and Trustee Marie Kirwan

Town Liaisons: Susan Bellor and Robert Elsner

Library Director: Elaine Dunne

The September 14, 2021 meeting was called to order by President Savoca at 4:02 PM.

- I. **Minutes of the August 10, 2021 Meeting:** After reading the minutes of the August 10, 2021 meeting a motion was made by Treasurer McDonald and seconded by Secretary Ryan to accept the minutes as written. Carried 4-0
- II. **Unfinished Business:**
 - A. **New Board Trustees & Education Opportunities:** Director Dunne officially welcomed Marie Kirwan to the Board; she took her oath this past week. Director Dunne looks forward to welcoming John LePage at our next regular meeting, by which time he will have taken his oath.
Both Director Dunne and President Savoca pointed out the many opportunities provided for Board members to learn about responsibilities. NCLS offers many online events about pertinent topics. NCLS regularly e-mails its offerings to Directors & Trustees.
 - B. **Budget 2022:** Director Dunne expects more specific budget information from the Town in October. At this point, with the rise of COVID cases in the area, she thinks that the library will remain open for only half-days on Saturdays.
 - C. **Fall Schedule & Programs:** Rather than moving to in person events at the Library programs are remaining remote due to COVID.
 - story times are still in parks with Ronnie Tatro
 - MPL Book club will meet via Zoom
 - Director Dunne will reach out to Friends via Zoom
 - AsyncArts Art Show will open after hours with only artists present; the exhibit will be left in place for regular patrons during regular hours
 - there will be no chair Yoga or Geri-Fit programs offered at this time
 - a Book Sale is scheduled for October 16: the number of shoppers at one time will be monitored.
 - D. **Badenhausen Library Branch:** Director Dunne reported attending a meeting with Town Supervisor O'Shaughnessy, Pat Mckeown, and President Savoca at which the Supervisor stated that the Town of Massena would not renew the lease for the library space after the end of the year. He also stated that the Town of Massena would not handle the bookkeeping for the branch, including holding money, paying bills, and employee checks. President Savoca has contacted Brasher Town Supervisor Mark Peets to see if Brasher would take over these duties.

E. Union Contract Negotiations: Meetings have been delayed because of illness. It is hoped that action will occur soon, since the union contract expires Dec. 31, 2021. Liaison Elsner will ask Town Supervisor O'Shaughnessy about library board members attending negotiation meetings as has been done in the past.

G. Circulation Reports: Circulation has declined slightly at MPL and risen slightly at the Brasher Branch. The rise of COVID cases is seen to be the cause. Curbside service is again being used by some patrons who prefer distance or do not want to mask-up inside the library.

G. Transfer of Funds: A motion was made by Treasurer McDonald, seconded by Trustee Kirwan to transfer \$2,488.66 from the Brasher Branch to MPL for the purpose of salaries, supplies and operation. Carried 4-0

H. Other Unfinished Business: No other unfinished business was discussed.

III. New Business:

A. Plan of Service: Having reviewed information from NCLS Treasurer McDonald made a motion, seconded by Secretary Ryan to accept The Central Library Plan, the Direct Access Plan and the Plan of service presented by NCLS. Carried 4-0

B. Presentation of Bills for Payment: Bills in the amount of \$361.38 for the Brasher Branch and \$3,220.42 for MPL were presented for payment. A motion was made by Treasurer McDonald, seconded by Trustee Kirwan to pay the bills as presented. Carried 4-0

C. Date of the Next Board Meeting: The next Meeting will be held October 12, 2021.

D. Other New Business: Secretary Ryan asked if any decision or action had been taken on MPL's phone service. Director Dunne replied that no change has been made.

III. **Adjournment:** At 4:52 Secretary Ryan made a motion, seconded by Trustee Kirwan to adjourn the meeting. Carried 4-0

Respectfully Submitted,
Patricia M. Ryan
Secretary - Massena Public Library
Board of Trustees

Oct. 12, 2021