

Trustee Meeting Minutes April 12, 2022

Present: Rose Tallon, Joshua Carter, Cheryl Warren, Betsy Sponable, Megan Bush and Bridget Whalen-Nevin. Also in attendance from NCLS is the St. Lawrence County Consultant Matt Corey.

Excused Absence: Carolyn Noble.

Meeting called to order by Rose Tallon, Acting President, at 6:30 p.m.

Public Comments:

- None.

Secretary's Report:

- Minutes from the March 14, 2022 meeting were read and motioned to approve by Betsy Sponable. Joshua Carter 2nd. All in favor.

Treasurer's Report:

- Check register reviewed and motion to approve by Cheryl Warren. 2nd by Megan Bush. All in favor of accepting the Treasurer's Report and to pay the monthly bills. Balance is \$119,228.99 (attached).

Director's Report:

- 1st Amendment Audits are taking place nationwide and recently within our System at Flower Memorial Library and the Gouverneur Reading Room. The library's responsibility in protecting patron bystanders was discussed at great length. A motion to accept the "Photography and Video Policy" with updated standards on NYS Law was made by Josh Carter, 2nd by Betsy Sponable. All in favor.
- A printout from MCS Financial Manager was distributed to show that the levy we are requesting voters to approve on May 17th is less than 67 cents for the average home.
- The Director has found a source for skate sharpening. Lamont and Sons usual price is \$10/pair but he has offered the service to the library at \$7/pair. Motion to accept the offer by Betsy Sponable, 2nd by Josh Carter. All in favor.
- The Children's Room bookshelf update is still on schedule to be completed before the school's summer vacation.
- A discussion of the benefits of having an Empire Pass available for patrons to borrow took place. 4 Empire Passes; 2 for a week borrowing time, 2 for 2-days. The Director will contact other libraries with passes to adopt their policy to our specific needs. Motion to approve by Josh Carter, 2nd by Megan Bush. All in favor.
- The Director has contacted a shredding service in Watertown. This will be offered as a program for patrons.
- The Director reports that the Senior Planet Digital Literacy classes are going very well.
- The library received a \$500 grant from the Stewart's Foundation. The Director requests the money to be earmarked for updating the electricity in the original stone building (the Children's Room) to better suit the safety and efficiency of our services. Motion made by Cheryl Warren to upgrade the electricity, 2nd by Betsy Sponable. All in favor.
- The Director reports that Phil Cree will be designing and donating blueprints of the Disaster Plan hip roof to completely cover the main entrance.

Old Business:

- Update on CNB signatures. Rose Tallon and Carolyn Noble are all set up to sign checks and manage the CD.

New Business:

- Matt Corey updated the Trustees with:

- Executive Sessions
- 1st Amendment Audits
- Trustee Education Requirements increasing to 2 hours/year beginning 2023. NCLS has many offerings to fulfill these requirements and Matt himself will come to Morristown for personalized training when we need him to.

Next meeting – May 9, 2022 at 6:30 pm.

Betsy Sponable moves to adjourn, 2nd by Josh Carter.

The meeting was Adjourned at 7:50 p.m.

Respectfully submitted,

Cheryl Warren, Secretary