

## Minutes of the Meeting of the Board of Trustees Eastern Monroe Public Library

The regular scheduled monthly meeting of the Board of Trustees of the Eastern Monroe Public Library was held remotely due to the ongoing COVID-19 pandemic on August 17, 2021.

**Present:** Katherine Neville, Danny Younger, Erik Diemer, Betsy Buzzelli-Clarke, Dawn Migliacci,  
Nereida Santiago, Deborah Kuchinski, Debbie Kulick

**Absent:** Trudie Lear

**Staff in attendance:** Sue Lyons, Rose Hewitt

**The meeting was called to order at 8:34 A.M. by Board President Katherine Neville.**

B. Buzzelli-Clarke/N. Santiago moved to accept the minutes of the July20, 2021 meeting. The motion passed unanimously.

**Treasurer's Report –Copies of the treasurers report were circulated before the meeting.**  
The Hughes grant of \$144,000 has been received. The auditors will give their final report next month.

K. Neville/ E. Diemer moved to approve the bills as presented and the measure passed unanimously.

### **Committee Reports:**

**Buildings and Equipment** –It was suggested that a historical, comprehensive database be implemented that specifies the work done on all the buildings. In the near future, it would be prudent to go back through old minutes to build a timeline of the maintenance that has been done. It was also suggested that old paper records be sorted and digitized. The library should maintain at least 7 years of bills and personnel records.

**Policy and Operation – Strategic Planning Committee** : B. Buzzelli-Clarke gave a short overview of the SPC last meeting. The topics included the grand opening, the roof project, and the millage issue.

**Fundraising:** Bingo is doing well. The main library sold over 50 cards. The involved businesses are pleased. It will be over at the end of August. The library is partnering with Barley Creek for a fundraiser entitled **Book & Brew** to be held on Oct. 17 from 1-7pm. Barley Creek will create a special beer and specialty food items. The advance ticket price will be \$25.

There was also discussion on the importance of all library committees to communicate with each other so that our donors are not getting repeat requests for donations.

**Publicity & Community Relations:** No report

**Personnel:** No report. The committee will meet in September prior to finalizing the budget.

**Finance:** No report.

**Smithfields:** The grand opening is August 25 at noon. Permanent signage will come in 6-7 weeks.

**PTL:** *A full copy of the report was distributed by email prior to the meeting.*