

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 November 17, 2021.

Present: Katherine Neville, Danny Younger, Erik Diemer, Betsy Buzzelli-Clarke, Debbie Kulick,

Deborah Kuchinski, Trudie Lear

Absent: Dawn Migliacci, Nereida Santiago

Staff in attendance: Sue Lyons, Rose Hewitt, Mary Erm, Julie Bonser

President's Report: No report

The meeting was called to order at 8:31A.M. by Board President Katherine Neville.

T. Lear/E. Diemer moved to accept the revised minutes of the October 17, 2021 meeting. The wording "Combined live and zoom mic" was added. The motion passed unanimously.

Treasurer's Report –Copies of the treasurers report were circulated before the meeting.

E. Diemer/B. Buzzelli-Clarke moved to approve the bills as presented and the measure passed unanimously.

Erik said all the financials look good. We are over 100% of moneys that were expected. There was a discussion about paying off the loan on the Smithfield library from development funds. E. Diemer said that the new budget that was presented reflects paying off the loan, other small adjustments and a \$.50/ hour increase for the staff. Grants are not included in the budget because they are earmarked for specific use. B. Buzzelli-Clarke/E. Diemer moved to accept the budget and the measure passed unanimously.

Committee Reports:

Buildings and Equipment – No report

Policy and Operation – Strategic Planning Committee: No report.

Fundraising: No report. However a Giving Tuesday email is being sent to all library subscribers

Publicity & Community Relations: No report

Personnel: No report

Nominations: There is a need to find one person to fill the vacancy caused by K. Neville rotating off the board. T. Lear will call a meeting of this committee. Board member terms need to be restructured so that there are even numbers of new and old members on the board at all times, unlike what happened this past year. We need to talk to the Commissioners because they wrote the by-laws.

Smithfields: The branch manager is retiring and they are looking for a replacement. Penn State master gardeners came to plant daffodil bulbs around the building.

PTL: Township supervisors looked at the Smithfield building for ideas for their new building. New carpeting will be put in sometime in December.

Director's Report – *A full copy had been distributed by email prior to the meeting.*

S. Lyons wants to bring in a cleaning person 2 hours, 6 nights/week from 6-8pm.

The library is eligible to apply for Recovery grant monies up to \$33,000. Monies will be used to repay expenditures such as air purifiers and other Covid related necessities.

Adult Services Report – *A full copy had been distributed by email prior to the meeting.*

M. Erm stated that the proctoring rooms are very busy.

Youth Report: *A full copy had been distributed by email prior to the meeting.*

Old Business – No news.

New Business – The vaccine policy was discussed. S. Lyons reported that there is possibility of doing a health seminar and information sessions.

The meeting was adjourned at 9:39 am on a motion by D. Kulick /D. Kuchinski The motion passed unanimously

The next meeting will be held via Zoom at 8:30am on Thursday, December 16, 2021.

Respectfully Submitted,

Betsy Buzzelli-Clarke
Board Secretary