

Unadilla Public Library  
Regular Board Meeting  
Date: March 16, 2020

**Call to order:** President Susan Barnhart called the meeting to order at 7:07 pm

**Trustees Present:** Susan Barnhart, Andrea Edwards, Janet Povlock, Beth Baldwin

**Absent:** Barbara Lennon

**Others Present:** Irene Murphy

**Past Minutes:** February 2020                      Motioned to approve by Janet Povlock

Second by Susan Barnhart

**Financial Report:** Voucher #29 (L7410.407) \$40 – Tech Fees Tech Soup; Abstract #10/ Voucher #32 (L7410.480) \$15.00 – Special Events Scavenger Hunt; Abstract #10/ Voucher #33 (L7410.413) \$118.17 – 4CLS Services Domain Name Renewal                      Motioned to approve by Janet Povlock Seconded by Andrea Edwards

**Treasurer's Report:** Motioned to approve by Susan Barnhart Seconded by Janet Povlock

**Bank Balances:**

Checking (L200): \$34,816.95  
Misc. Savings (L201): \$20,820.97  
CD BOC Bequest II (L202): \$5,020.28  
CD BOC Wright Fund (L203): \$3,221.33  
Grant Money (L205): -0-  
CD DOC Friedman (L206): \$10,264.08  
Petty Cash (L210): \$20

- Due to the Covid-19 pandemic, a motion was made by Janet Povlock and seconded by Andrea Edwards to close the library effective March 16<sup>th</sup>, 2020 until April 13<sup>th</sup>, 2020. Reassessment will occur on April 13<sup>th</sup>, 2020.
- Programs currently scheduled will be put on hold. This includes the program on Essential Oils, the Easter Egg Hunt, and the Dirtmeister's program scheduled for Spring Break.
- Discussed the proposed budget for the fiscal year beginning June 1, 2020. A motion was made by Susan Barnhart and seconded by Janet Povlock to submit the proposal to Clarissa Riker.
- The library's short and long range plan needs to be developed. Ideas for inclusion in the plan should be shared via email.
- Susan Barnhart looked into the possibility of a new plaque which would honor all of the library directors. A motion to approve the purchase of a plaque (\$162.50) and 24 name plates (\$115) from J&M Trophies of Sidney, NY was made by Janet Povlock and seconded by Andrea Edwards.
- Revised and adopted Censorship Policy and Challenged Materials Policy, as well as Harassment Incident Form. All are effective as of March 16, 2020.

**Requests for Treasurer:** Need December bank statement for NBT Savings Account (L201).

**Director's Report:** \*\$79.75 to be deposited for February book sales, fines, and fees.

\*February hours Marc 56; Irene 63 (4 hours vacation)(all vacation hours have now been used)

\*Annual Report was completed and submitted by Clarissa Riker on February 27<sup>th</sup>, 2020.

**Next Meeting:** To be determined.

Motioned to adjourn: 9:06 pm by Susan Barnhart    Second by Andrea Edwards