

Unadilla Public Library
Regular Board Meeting
Date: June 21 & 22, 2021

Call to order: President Susan Barnhart called the meeting to order at 6:38 PM

Trustees Present: Susan Barnhart, Beth Baldwin, Barbara Lennon

Absent: Andrea Edwards

Others Present: Irene Murphy (Library Director), Ron Mott (Village Trustee (by Zoom)), William VanGorder (NBT Insurance Representative – 6/21/21)

Past Minutes: 5/25/21 Motioned to approve by Barb L. Second by Beth B.

Financial Report: Abstract #01/ Voucher #29 (L7410.480) Irene Murphy/Banner \$84.95; Voucher #30 (L7410.480) Nan Hoffman/Presentation \$300.00; Voucher #31 (L7410.480) Science Plus Inc./Presentation \$150.00; Voucher #32 (L7410.411 Four County/ 1st Quarter Catalog Fee \$18.50; Voucher #33 (L7410.410) SyncB/Amazon Books \$60.31; Voucher #33 (L7410.412) SyncB/Amazon DVD \$6.26; Voucher #33 (L7410.430) SyncB/Amazon Toner \$292.18; Motioned to approve by Sue B. Seconded by Barb L.

Treasurer's Report: Motioned to approve by Sue B. Second by Barb L.

Bank Balances:

NBT Checking (L200): \$44,065.47 (reconciled)
NBT Misc. Savings (L201): \$21,126.20
Principal amounts: Bequest I \$5,213.24
 Bequest III \$1,910.28
 Douglas \$5,006.90
CD BOC Bequest II (L202): \$5,130.12
CD BOC Wright Fund (L203): \$3,291.82
Grant Money (L205): -0-
CD DOC Friedman (L206): \$10,488.67
Petty Cash (L210): \$30.00

* Beth Baldwin noted the matured CD's are non-renewable, checks will be mailed to the Library and Beth will look into opening savings accounts at other banks.

June 21st

- William VanGorder, NBT Insurance Representative, gave a review of the insurance proposal for the Unadilla Public Library. He suggested that the Library and the Village of Unadilla should have a Facilities Use Agreement in place and the Library should have a copy of this for their records. We have received two quotes for insurance coverage, one from NBT (\$3,852.19) and one from COOL, Colleen Parmelee (\$4,406.38), which did not include coverage for trustees.

June 22nd

- Sue B. gave a sample volunteer form and a sample newsletter to Director Irene Murphy to consider for use by Unadilla Public Library.
- Board discussed NBT Insurance quote and Sue B. will contact William VanGorder to inquire about ways to decrease premium (higher deductible, no umbrella).

Director's Report:

- * Revenues received: donation \$1.50, fines \$1.00, prints \$25.00, book sale \$5.00 – total for May 2021 is \$32.50.
- * Two programs have been scheduled: 7/15 1PM Nan Hoffman “Animal Songbags”, 7/22 at 1PM The Dirtmeister “Dragons and Dinosaurs” presentation.
- * Irene M. will order carports with windows for the summer programs.
- * Book Sale July 10th during Unadilla Community Yard Sale Day 9AM-2PM.
- * Where to place StoryWalk posts is still under discussion.
- * Four County had a webinar “The New Safety: Factoring the CDC’s 5/13 guidance and NY’s changing mandates into the mix at your library.” Discussed what requirement we should have for the Library. Board decided the mask requirement will be if a patron is not vaccinated a mask is required.
- * Director will add Juneteenth to the list on our annual holiday closing policy.
- * May 2021 hours: Marc J. 56; Irene M. 52 (4 floating)

Next Meeting: July 19, 2021 6:30PM

Motioned to adjourn: 8:47PM by Sue B. Second by Beth B. 6/22/21
Meeting originally held on 6/21, inclement weather forced ending to meeting which was rescheduled and completed on 6/22/21.

Respectfully submitted:
S. Barnhart 7/19/21