

Unadilla Public Library
Regular Board Meeting
Date: December 16, 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:

Others Present: Irene Murphy (Library Director)

Past Minutes: November 15, 2021 Motioned to approve by Susan Barnhart

Second by Barbara Lennon

Financial Report: Abstract #7/Voucher #55 (L5031) Transfer to SFCU Savings Acct., \$21,000; Voucher#56 (L7410.407) Directive Remote Services, \$84.00; Voucher #57(L7410.410) Alexander Vosk-400 Years of NY History Book, \$27.95; Voucher #58 (L7410.460) Supplies and return credit, \$10.94, -\$4.49 ; Voucher #59 (L7410.102) Sheri Baumes, Storytime, \$37.50; Voucher #60 (L7410.411) Processing, \$118.10; (L7410.413) Patron cards, \$7.50; Voucher #61 Amazon (L7410.430) supplies. \$127.75, (L7410.480) Special Events, \$65.37, (L7410.410) Books, \$107.84. Total of vouchers \$21,582.46. Motioned to approve by Susan Barnhart, Second by Barbara Lennon

Treasurer's Report: Tabled until next meeting.

Bank Balances:

NBT Checking (L200): \$61,461.56 (reconciled)

NBT Savings (L201): \$128.32

Principal amounts: Bequest I \$5,213.24

Bequest III \$1,910.28

Douglas \$5,006.90

CD SFCU Bequest II (L202): \$5,160.03 (includes \$5.00 opening amount to SFCU Savings)

CD SFCU Wright Fund (L203): \$3,307.80

Grant Money (L205): -0-

CD SFCU Friedman (L206): \$11,439.68

Petty Cash (L210): \$30

- **Motion was made to remove Clarissa R. Riker as signer on SFCU account. Motion made by Susan Barnhart, second by Barbara Lennon.** (Clarissa has resigned effective December 22nd, 2021 as Village Clerk)
- The StoryWalk was discussed, with a decision to install the posts in April, 2022, and remove posts after Santa Saturday (first Saturday of December). Also to note the two posts that need to be put farther away from the driveways of 203 & 207 Main St.
- Need to go to SFCU and correct the address by adding P.O. Box 632 and 193 Main St. to the account statement.

- Susan brought up the idea to exploring having a Book/Angel Tree for next year, or coordinate with the elementary school for a hat/mitten/ glove tree as a winter project.

Requests for Treasurer:

- * Ask to be invited via Zoom to the next Unadilla Village Board meeting on 12/21/21.
- * Move \$37,000 from NBT checking to NBT savings. Motion made by Susan Barnhart, Second by Barbara Lennon.
- * Called Clarissa during the meeting to ask her to create L204 for SFCU Money Market Savings Account. Also need to look into the proper coding of the \$21,000 check to SFCU.

Director's Report:

- * Storytime held on 12/4/21, was attended by 8 adults and 6 children.
- * Revenues for November- \$76.75. Prints-\$2.00; Book Sales-\$32.25; Fines- \$39.80; Donation-\$2.70.
- * Other revenues received: Check for \$100 received from Wakeman Construction.
Received tax levy check from Unatego Central School for \$1,307.59.
- * Irene looked into purchasing a hand sanitizer dispenser. Board agreed to the purchase.
- * Ordered income tax forms to be available at the Library for 2021 tax filings.
- * Board approved the Pandemic Response Policy, Volunteer form, and Annual Brochure.
- * Will decide upon fine policies at the next meeting.
- * November hours: Irene- 45; Mark- 69.5 (includes 12 hours floating)
- * December hours Irene- 55 (includes 2 hours floating); Mark- 56

Next meeting: 1/17/22 at 2pm.

Adjournment: 9:20pm. Motion to adjourn by Susan Barnhart, Second by Beth Baldwin

Respectfully submitted: Barbara Lennon, 1/6/22.