



## Minutes of the Groversville Public Library Board of Trustees Meeting June 15, 2021

The Groversville Public Library Board of Trustees held a meeting on June 15, 2021. Present were President Charles "Ren" Reed, Vice President Merry Dunn-Brown, Library Director Valerie Acklin, Treasurer Michael Frank, Christine Pesses, Sue Shrader, Richard Carlson, Gregory Niforos, Caren Pepper, and John Mazur.

Mr. Reed called the meeting to order at 6:32 PM. When asked for any public comment. There was none.

Mr. Reed asked for a motion to approve the May minutes. Mr. Mazur made a motion, with a second motion made by Mr. Carlson. When asked for any discussion, Ms. Pepper inquired about the motion made in the second paragraph. Mr. Reed had made the motion, seconded by Mr. Niforos. Also, there was a correction to the value of the Internal Revenue Service Payroll Credit.

Mr. Reed asked Mr. Frank to review the Financial Report for the 11-month period ending May 31, 2021. Mr. Frank informed the Trustees that our income for the period was up approximately \$62,200 from the same period of the preceding, year due to the Internal Revenue Service Payroll Credit related to COVID-19 of \$86,471, which is being used to pay current payroll taxes each month in the current year. Mr. Frank also informed the Trustees that the Library had received a mini-grant from MVLS in May 2021 of \$600. Mr. Frank also informed the Trustees that our expenses for the period were up approximately \$69,500 over last year due primarily to the new maintenance contracts and other maintenance issues with the renovated building this year that we did not have for the building last year. The increase in payroll and related payroll taxes over the prior fiscal year also increased the expenses for the current year. Mr. Frank also informed the Trustees that included in miscellaneous expenses this year is a \$5,000 fee paid for a grant application. Mr. Frank asked the Board for any questions or comments on the Financial Report. Hearing none, Mrs. Pesses made a motion, seconded by Mrs. Shrader, to accept the Financial Report as presented. This was approved all voting "aye."

Mr. Frank distributed the Warrants List for June 2021, numbered 2383 through 2410, which was audited by John Blackmon, our Claims Auditor. Mr. Blackmon found all claims to be legitimate claims for monies due from the Groversville Public Library and recommended payment of same. Mrs. Pesses made a motion, seconded by Mr. Carlson, to approve the Warrants and to have Mr. Frank, our Treasurer, prepare checks for payment of these claims. This was approved all voting "aye."

Mr. Frank informed the Trustees that the Foundation Board had not met yet this year. Mr. Frank also informed the Trustees that the Foundation paid down an additional principal payment on their term loan of \$300,000 bringing the balance down to \$209,341. If we continue to pay the same monthly payment the loan should be paid off in approximately 30 months.

Mr. Reed delivered a report of the Friends of the Library, submitted by Mrs. Jean La Porta. The Friends have selected a 2021 winner of their annual \$500 scholarship. The winner's name will be announced at the Groversville High School Awards Night in June. Mrs. La Porta would also like to thank the Friends for helping Ms. Dunn-Brown with watering and tending to the plants around the library grounds. Additionally, Mrs. La Porta reported 163

Valerie Acklin  
Library Director

2020-2021  
Board of Trustees

Merry Dunn Brown

Richard Carlson

John Mazur

Greg Niforos

Caren Pepper

Christine Pesses

Charles Reed

Christian Rohrs

Susan Schrader

Meals were sold during the April Spaghetti Dinner fundraiser. In addition, Nancy Krawczeski will provide basket raffle donors with details prior to the raffle, and if the Trustees would like to include anything in the Friends newsletter, submissions are due by July 21 to Jennifer Wojeski. Subject line must be "For Friends' August 2021 Newsletter". Mrs. LaPorta is also excited to report that the Friends have been invited to participate in the Youth Services Story and Craft Time at the Gazebo, on August 12. They will organize stories and crafts for the children and each child will be given a coupon for a free ice cream cone at Stewart's. Also, the Friends are approving a donation to be made to the summer program, and a basket of children's books will be donated to be raffled at the end of August.

Mr. Carlson delivered a report on behalf of the Buildings and Grounds committee. The HVAC is cooling again and water testing with the state is done. The chiller is registered with NY DOH and the fence will be repaired soon.

Ms. Dunn-Brown reported on behalf of the Outreach Committee, which is hoping to have adequate staffing to allow for participation in upcoming city recreational events.

Mrs. Pesses reported on behalf of the Policy Committee. She discussed the first reading of the Employee Protection/Whistleblower Policy. Also, she requested a motion to pass the following policies, after their second reading:

- Donor Recognition
- Behavior and Environment (with corrections)
- Conflict of Interest

Ms. Pepper made a motion to accept the aforementioned policies, and Mrs. Shrader made a second motion. The board approved with "aye." However, there was some discussion regarding the Patron Borrowing Policy as the library is going "fine free" on June 16, 2021. Mrs. Shrader made a motion to pass the policy with changes made, with a second motion made by Mr. Carlson. The board approved with "aye."

Ms. Acklin delivered the Program Committee report, in which she discussed the summer program start and an uptick in virtual and on-site patronage.

There was no report for Public Relations, as Mr. Rohrs was absent.

Ms. Acklin delivered her Director's Report. She discussed NYS and CDC's move to lifting mask requirements. Staff are no longer required to wear a mask, regardless of vaccination status. The meeting rooms can be used; however, the Carnegie Room will not be available to the public until September.

In his President's Report, Mr. Reed wanted to congratulate Ms. Acklin for almost one full year of service. He thanked her and the staff for wonderful efforts to keep the library a vibrant part of the community.

Under Old Business, Ms. Acklin provided an update to going "fine free". So far, 700 fines had been waived from the past two years. In addition, all the Little Free Libraries ordered through the school district have arrived and DPW will install GPL's box in July. This will be located in the northeast corner of the library property.

Under New Business, GPL will be moving health insurance coverage to CDPHP. This will be discussed further in August. Also, for the upcoming fiscal year, staff will be able to choose additional time off from 10 floating religious holidays. This terminology will be changed to "Discretionary Observance."

Finally, the property at 68 E. Fulton St. was bought by the city from the county, and is now up for bid. The Library will pursue a bid for the property, which will be used for additional parking and outdoor programming. Lastly, Ms. Acklin's director evaluation was unanimously passed by the board.

At 8:30 PM, Mr. Reed asked if there was a motion to go into Executive Session. Mrs. Pesses made a motion, seconded by Ms. Pepper.

At 8:42 PM, Mrs. Pesses made a motion to leave Executive Session, with a second motion made by Mr. Mazur, at which point, Mrs. Shrader made a motion to extend Ms. Acklin's contract as written for another year and set her salary per the most recent budget. Mrs. Pesses made a second motion, and the board approved with "aye."

At 8:44PM, Mr. Reed asked if there was a motion to adjourn. Mr. Mazur made a motion, with a second motion made by Mrs. Shrader. The board approved with "aye."

Respectfully submitted,

  
Merry Dunn-Brown