



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

Minutes of the Groversville Public Library Board of Trustees Meeting March 16th, 2021

The Groversville Public Library Board of Trustees held a meeting on March 16th, 2021. Present were President Charles “Ren” Reed, Vice President Merry Dunn-Brown, Library Director Valerie Acklin, Treasurer Michael Frank, Secretary Christian W. Rohrs, Christine Pesses, Sue Shrader, Richard Carlson, Gregory Niforos, Caren Peppera, and John Mazur. Mr. Reed called the meeting to order at 6:30 PM. When asked for any public comment, there was none.

Mr. Reed asked for a motion to approve the March minutes. Mrs. Pesses made a motion, with a second motion made by Ms. Pepper. Mr. Reed asked for any discussion. Hearing none, the board approved with “aye.”

Mr. Reed asked Mr. Frank to review the Financial Report for the eight-month period ending February 28, 2021. Mr. Frank informed the Trustees that our income for the period was down approximately \$6,000 from the same period of the preceeding year, due to not having received any Bullet Aid from the State and not having any donations from the Foundation yet this year. Mr. Frank informed the Trustees that the Library received the \$10,000 from the Friends of the Library in February. The receipt of \$20,449 this year from the Payroll Tax Credit from the IRS has basically offset the decline in government affiliation income. Mr. Frank also informed the Trustees that our expenses for the period were up approximately \$34,000 over last year, due primarily to the new maintenance contracts 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 asked the Board for any questions or comments on the Financial Report. Hearing none, Mr. Carlson made a motion, seconded by Mr. Mazur, to accept the Financial Report as presented. This was approved all voting “aye.”

Mr. Frank distributed the warrants list for March 2021, numbered 2295 through 2315, 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. Rohrs, 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. Reed asked Mr. Frank to report on behalf of the Foundation. Mr. Frank reported there has not been a meeting.

Mr. Reed delivered the Friends of the Library report, submitted by Mrs. Jean La Porta. Mrs. La Porta indicated that the next meeting will be by May 6th at 6 PM. Pie sale orders are due by March 20th and order forms are available on the library website. The Friends would like to thank Ms. Acklin for her idea of purchasing 14 pies that were raffled off to those who purchased their pies before March 14th — Pi Day. Mrs. La Porta is pleased to report that she was the recipient of one of the pies.

Mrs. La Porta also reminded the board that article submissions for the April issue of the Friends' newsletter may still be accepted, although the deadline was March 15th. She is also pleased to report that the Friends' annual \$10,000 donation to the library's opening 2020 budget was made in February. The board expressed their immense gratitude for the Friends of the Library's continued support. On behalf of the Friends of the Library, Mrs. La Porta would like to congratulate Miss Alissa Mangiaracina as the recipient of the \$500 scholarship for 2020. Miss Mangiaracina plans to attend Hamilton College. The Friends of the Library intends to offer a 2021 scholarship. The Friends of the Library also approved \$250 for the Grounds Committee to use for spring planting.

Mr. Carlson delivered a report on behalf of the Buildings and Grounds Committee. Snowplowing, parking lot tree removal, landscaping, Friends of the Library clean-up plans, and carpet cleaning were some of the topics they discussed. Mr. Carlson also reported the following contracts needed review regarding status of scheduled visits: HVAC Software, HVAC Maintenance, HVAC Cooling Tower Maintenance, Sprinkler System, Fire Extinguishers, Elevator, and Fire Inspection. Mr. Carlson also indicated he will include any additions on the maintenance checklist and distribute the report to Ms. Acklin and board members.

Mrs. Pesses reported on behalf of the Policy Committee. She presented the updated Homebound Services Policy, Local History Room Policy, and Pandemic Policy to the Board for their first reading. The committee's next meeting will be April 8th and several additional policies will be reviewed before the next GPL Board meeting.

Ms. Dunn-Brown delivered a report for the Outreach Committee. She acknowledged there was no meeting; however, she hopes there will be a chance that some events will be offered in the city once reopening occurs. Mr. Rohrs also acknowledged there had been no meeting for the Public Relations committee, and he agreed that once reopening occurs, there will be an ample amount of outreach opportunities for the Library.

Mrs. Shrader reported on behalf of the Personnel Committee. She noted that there will be a meeting in the following week to discuss Employee Handbook updates, as well as an update to the timeline for Director Evaluation.

When asked to discuss the Director's Report, Ms. Acklin reported signatures for trustee petitions are due before the vote. Mrs. Pesses inquired about GPL program advertising, to which Ms. Acklin responded with plans to display a banner welcoming the community back to the library. In the President's Report, Mr. Reed reported that he looks forward to reopening and thanked Ms. Acklin and the staff for their incredible work.

When asked if there was any Old Business, none was reported.

When asked if there was any New Business, Ms. Acklin discussed her plans to reopen. Among the plans discussed were computer accessibility and meeting room reservations. At 8:07, Mr. Reed asked for a motion to adjourn. Mr. Mazur made a motion, with a second motion made by Mrs. Shrader. The board approved with "aye."

Respectfully submitted

Christian W. Rohrs