

**Bancroft Public Library**  
**Board of Trustees – Minutes of the November 3, 2020 Meeting**

Present were Ed Donoghue, Alesa Wilson, Rachael Armstrong, and Rebecca Brown. Also present were Director Lori Stokem, Town Council member Brenda Levy, and Friends Treasurer Wendy Hunter.

Rachael Armstrong made a motion, Alesa Wilson seconded, to approve the October 6, 2020 regular meeting minutes. All were in favor and the motion was carried.

**Public Comment:** None.

**Correspondence:** None.

**Finance Officer's Report:** Vouchers from the Library Fund Nos. 62 through 67 and totaling \$1089.72 (September) and 68 through 72 and totaling \$1149.92 (October) were audited and ordered paid. Alesa Wilson made a motion, Rachael Armstrong seconded, to accept the Financial Statements as presented. All were in favor and the motion was carried.

**Library Director's Report:** See attached.

**Committee Reports:** Program Planning—nothing to report.  
Library Courtyard—nothing to report.

**Old Business:** Regarding the Application for Library Registration, notice was received that our Application has been approved, but the Registration document has not yet been received.

Regarding the Application for Absolute Charter, no word has been received yet.

Regarding the 2019 State Aid for Library Construction Grant Application submitted September 27, 2019, word has been received from the NYS Education Department that it has been approved in the amount of \$168,721. Ed Donoghue will contact Waite Associates to begin the process of creating specifications for the bidding process.

Regarding the 2020 State Aid for Library Construction Grant Application for replacement windows, notice was received that it has been approved by the SALS Board and forwarded to the Department of Library Development at the State Ed Department for their review and approval.

The 2020 Challenge Grant for Senior Programming remains in limbo pending the return to normal Library function.

There are no changes to the Reopening Plan due to recent corona virus activity in the community.

Changes to the 2021 Budget have been made per information and suggestions received from Kathy Chambers regarding anticipated revenues (State aid and interest on accounts) and appropriation amounts (staff payroll and benefits and our Retirement System contribution). Also, the Library Board requested a 2 percent increase in the Town's appropriation, but were informed there will be no increase this year.

Regarding snow removal for the Bancroft Building, Ed Miller has agreed to provide this service.

**New Business:** The term for Trustee Rebecca Brown expires at the end of December. After she agreed to be reappointed to a further 5-year term, Rachael Armstrong made a motion, Alesa Wilson seconded, to send her name to the Town Council for approval at its next regular meeting on November 11, 2020. All were in favor and the motion was carried.

Rachael Armstrong made a motion, Alesa Wilson seconded, to approve all fees associated with Director Stokem and Deputy Director Hickland obtaining their Notary Licenses. All were in favor and the motion was carried.

The next regular meeting was set for Tuesday, December 1, 2020 at 6:30 PM.