

Bancroft Public Library
Board of Trustees – Minutes of the December 1, 2020 Meeting

Present were Ed Donoghue, Kim Erbe, Alesa Wilson, and Rebecca Brown. Also present were Director Lori Stokem, and Town Council member Brenda Levy.

Alesa Wilson made a motion, Ed Donoghue seconded, to approve the November 3, 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. 73 through 82 and totaling \$2766.98 were audited and ordered paid. Alesa Wilson made a motion, Ed Donoghue 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, the Registration document, issued October 27, 2020, has been received.

Regarding the Application for Absolute Charter, it should be presented to the Board of Regents at their January meeting.

Regarding the 2019 State Aid for Library Construction Grant, approved in the amount of \$168,721, Matt Scheidt of Waite Associates has begun creating the specs for the bidding process.

Regarding the 2020 State Aid for Library Construction Grant Application, for replacement windows, no news is expected until next summer.

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 at this time.

The Financial Officer will adjust and circulate the 2021 Budget. It will be posted on the Library website.

New Business: Alesa Wilson made a motion, Kim Erbe seconded, to approve the new Records Retention Policy. All were in favor and the motion was carried.

No changes will be made to the Library employee salaries or wages at this time.

The next regular meeting was set for Tuesday, January 5, 2021 at 6:30 PM.