

**Bancroft Public Library**  
**Board of Trustees – Minutes of the January 5, 2021 Meeting**

Present were Ed Donoghue, Kim Erbe, Alesa Wilson, Rachael Armstrong, and Rebecca Brown. Also present were Director Lori Stokem, and Town Council member Brenda Levy. The meeting was virtual.

**Annual Meeting**

The Annual Meeting was opened and the election of officers proceeded as follows: Kim Erbe made a motion, Rachael Armstrong seconded, to nominate Rebecca Brown for Secretary. All were in favor and the motion was carried.

Rebecca Brown made a motion, Kim Erbe seconded, to nominate Ed Donoghue for President. All were in favor and the motion was carried.

Rebecca Brown made a motion, Rachael Armstrong seconded, to nominate Kim Erbe for Vice President. All were in favor and the motion was carried.

Kim Erbe made a motion, Rachael Armstrong seconded, to nominate Rebecca Brown for Financial Officer. All were in favor and the motion was carried.

Trustees Kim Erbe and Rebecca Brown were appointed as representatives to the Salem Town Board and Bancroft Trust on motion by Rachael Armstrong, second by Kim Erbe. All were in favor and the motion was carried.

Meetings of the Board for the 2021 Budget Year will be held on the first Tuesday of each month.

The Annual Meeting was closed and the Regular Meeting opened.

Rachael Armstrong made a motion, Kim Erbe seconded, to approve the December 1, 2020 regular meeting minutes and the December 10, 2020 special meeting minutes, as revised. All were in favor and the motion was carried.

**Public Comment:** None.

**Correspondence:** None.

**Finance Officer's Report:** Vouchers from the Library Fund Nos. 1 through 9 and totaling \$1730.77 were audited and ordered paid. Kim Erbe made a motion, Rachael Armstrong seconded, to accept the Financial Statements as presented. All were in favor and the motion was carried. Vouchers will be signed at the next in-person meeting.

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

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

**Old Business:** Regarding the Application for Absolute Charter, it should be presented to the Board of Regents at their January 11, 2021 meeting.

Regarding the 2019 State Aid for Library Construction Grant, there is nothing new to report.

Regarding the 2020 State Aid for Library Construction Grant Application, for replacement windows, there is nothing new to report.

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

Regarding the Reopening Plan, and specifically regarding the use of Proudfit Hall by the Town Board(s) and Library Board, as the reversion to Level 2 is currently in place, after discussion, Rachael Armstrong made a motion, Rebecca Brown seconded, to make an exception for the Town Board and Town Planning Board for their January meetings, said exception to be revisited at the February meeting. There were three ayes, 1 abstention, and 1 no vote, and the motion was carried.

The Continuation of Operations Plan we are expected to produce is due in April, 2021.

**New Business:** Ed Donoghue brought up a concern about the condition of the basement under Proudfit Hall and the American Legion's flags and rifles being stored there. Also, in the other basement there are several old, moldy cots from past flood events that should be discarded. These concerns will be brought up to the Town in its capacity as Trustee of the building.

Another building issue to bring to the Town is the gutter over the Library entrance which has no end cap to prevent run-off from dripping on and icing up the sidewalk.

The next regular meeting was set for Tuesday, February 1, 2021 at 6:30 PM.