

Bancroft Public Library
Board of Trustees – Minutes of the January 10, 2023 Annual and Regular Meeting

Present were Ed Donoghue, Kim Erbe, Rebecca Brown, Alesa Wilson and Rachael Armstrong. Also present was Library Director Lori Stokem and Friends Treasurer Wendy Hunter.

ANNUAL MEETING

Election of Officers results: For President, Ed Donoghue, on motion by Alesa Wilson, second by Rachael Armstrong; for Vice President, Kim Erbe, on motion by Rachael Armstrong, second by Alesa Wilson; for Secretary, Rebecca Brown, on motion by Kim Erbe, second by Rachael Armstrong; for Financial Officer, Rebecca Brown, on motion by Kim Erbe, second by Alesa Wilson; all being in favor all motions were carried.

On motion by Kim Erbe, second by Rachael Armstrong, Kathy Chambers was appointed to continue as Treasurer; all being in favor the motion was carried.

On motion by Alesa Wilson, second by Rachael Armstrong, Kim Erbe and Rebecca Brown were appointed Liaisons to the Salem Town Board; all being in favor the motion was carried.

On motion by Rachael Armstrong, second by Alesa Wilson, regular monthly meetings are set on second Tuesday of the month; all being in favor the motion was carried.

On motion by Rachael Armstrong, second by Alesa Wilson, The Eagle Press was established as the official paper.

REGULAR MEETING

Minutes: Kim Erbe made a motion, Alesa Wilson seconded, to approve the December 13, 2022 regular meeting minutes. All being in favor the motion was carried.

Public Comment: None.

Correspondence: None.

Finance Officer's Report: Vouchers from the Library Fund Nos. 1 through 4 and totaling \$1296.98 were audited and ordered paid. Rachael Armstrong made a motion, Alesa Wilson seconded, to accept the Financial Statements as presented. All were in favor and the motion was carried.

Library Director's Report: See attached. In addition, regarding Bancroft Library's contribution to Overdrive services, SALS has billed us for \$390.07. To repeat our contribution of \$500 from prior years, Rebecca Brown made a motion, Rachael Armstrong seconded, to request a second invoice from SALS in the amount of \$109.93. All were in favor and the motion was carried.

Committee Reports: None.

Old Business: Regarding the 2020/2021 State Aid for Library Construction Grant (Windows), we are waiting for our closing paperwork submission to be approved, after which President Ed Donoghue signs off, those documents are submitted, and NYSED can release the final \$1424.

The 2019/2020 ADA Compliance Grant is nearly there as well, waiting for approval of the final project report submission, after which President Ed Donoghue signs off, those documents are submitted, and NYSED can release the final \$16873.

Copied from the December 13, 2022 minutes: "...we are waiting for confirmation from Sara Dallas's legal inquiry. Contingent on receiving a "yes" from the attorney, Alesa Wilson made a motion, Rachael Armstrong seconded, to proceed with activating a donation button on Bancroft Library's website.

Regarding cyber insurance, nothing received yet.

SALS Construction Challenge Grant Applications are due by April 3, 2023. Alesa Wilson made a motion, Kim Erbe seconded, to apply for a grant to pay to replace the existing fluorescent light fixtures with LED fixtures in the Community Room. These are the last of the old fixtures on the main floor.

The Board discussed more precise language for the borrowing policy regarding fines, the result of which will be circulated by Ed Donoghue before the next meeting.

Alesa Wilson made a motion, Kim Erbe seconded, to authorize President Ed Donoghue to sign the Joint Automation Agreement with the Southern Adirondack Library System. All being in favor, the motion was carried.

New Business: Rachael Armstrong made a motion, Kim Erbe seconded, to go into executive session to discuss the annual review of the Library Director, Lori Stokem. After coming out of executive session, the Board shared the results of their evaluation, which were uniformly beyond job standards. The Board could not be happier with the performance of the Director, her Deputy, and the staff.

The next regular meeting was set for Tuesday, February 14, 2023 at 6:30 PM.