

Minutes for Southworth Library Board Meeting April 19, 2021 meeting

The Minutes for the Third Quarter Board meeting for the Southworth Library April 19, 2021 –held as a virtual meeting through ZOOM

Present:

- Mary Ellen Rumsey, President
- Michael Lane, Vice President
- Bambi Avery
- Les Cleland, Treasurer
- Randall Stewart, Secretary
- Kathleen Perkins
- Mary Jane Neff, Bookkeeper
- Diane Pamel – Library Director

Meeting called to order at 7:01 p.m.

Approval of Minutes

Revised minutes sent by Randall Stewart are recommended for approval by Randy Stewart. Bambi Avery seconds and all approve.

Financial Report & Discussion

2021 Budget Report, grant report and investment reports are submitted for approval. Michael Lane moves to accept the financial reports, Bambi Avery seconds and all vote in favor.

Randall Stewart recommends that the financial committee review the Investment Policy and how our funds are currently being invested. Randall Stewart will check local banks for rates and terms for CD investments. Mary Jane recommends diversifying investments. Les Cleland suggests having a paid investment advisor, either through FNB of Dryden or elsewhere. All agree that the relationship with the FNB of Dryden has been advantageous. Les Cleland will meet with Mike Shattuck at FNB and Randy Stewart will investigate rates at other banks.

Les notes that the PPP loan term is for 10 weeks and will expire in May. No other information on the reporting process is available yet.

Mary Jane Neff is excused at 8:00 pm

8 Library Street

Jim Lane has suggested several necessary repairs to the property including porch roof repairs and separating electrical boxes. Michael Lane suggests inviting Jim Lane- Dryden Realty Co.- to the July meeting or to set up a special meeting to meet with him to discuss the renovations. Mary Ellen will set up a special meeting with Jim in May or early June.

Building Committee

Randall Stewart makes a motion to approve Lyrical Landscapes for the gardening work at the library at \$1915. Bambi Avery seconds and all approve.

Randall Stewart moves to hire Perfect Lawns for lawn care at \$52 per mowing. Michael Lane seconds and all approve.

MaryEllen Rumsey reports that Schickel Construction has completed a roof inspection, painted skylights and cleared drains. Randall Stewart suggest they clean drains again this spring. MaryEllen Rumsey will contact Schickel Construction for the work in the entry on Main Street that is in need of repair.

Minutes for Southworth Library Board Meeting April 19, 2021 meeting

The lighting upgrade project has been completed. It is agreed that \$3900 of the bill will be paid from the community solar donation of last year and the rest (\$420.34) to come from the building repair line item in the budget.

Randall Stewart will pursue the repair of the back hallway lighting.

Long range plan

Bambi Avery and Kathy Perkins worked with the Library Director to amend the long range plan and to begin to create a survey for community input.

Bullet Aid Request

It is recommended that we submit a request to Sen. Peter Oberacker for bullet aid to cover rising costs for the increase in minimum wage and benefits, including required paid sick time and increased technology costs due to virtual programming. Diane will provide Mike with wage/hours information to be included in Mike's letter.

Other

Discussion of a new trustee will be pursued at a special Board Meeting to be scheduled.

Les Cleland recommends we do an inventory of the safe deposit boxes at First National Bank. Mary Ellen Rumsey and Randall Stewart agree to accompany him.

Diane asked the board to consider restarting inside, in person programming at SL. The board recommended revisiting this item in mid-May.

Randy asked that the grants report and checking account be titled "Grants/Restricted Donations", thus accurately reflecting the source of the revenue.

Les Cleland moves to adjourn the meeting, Randall Stewart seconds and all agree. The meeting adjourns at 9:00 pm