

Minutes for Southworth Library Board Meeting January 12, 2022 meeting

The Minutes for the Board meeting for the Southworth Library January 12, 2022

Present:

- Michael Lane, Vice President
- Bambi Avery
- Les Cleland, Treasurer
- Randall Stewart, Secretary
- Kathleen Perkins
- Clint Brooks
- Diane Pamel – Library Director
- Allison K Cantu

Not Present:

- Mary Ellen Rumsey, President

Meeting called to order at 4:40 p.m.

Election of Officers

Trustees for the library Board put forth as follows:

- Mary Ellen Rumsey, Michael Lane, Randall Stewart, Leslie Cleland, Kathleen Perkins, Bambi Avery, Clinton Brooks

Bambi Avery moves to approve the nominations of board members, Randall Stewart seconds and all vote in favor.

Election of Officers

President: vacant

Vice President: Michael Lane

Treasurer: Leslie Cleland

Secretary: Randall Stewart

Randall Stewart moves to approve, Bambi Avery seconds and all vote in favor. Michael Lane will serve as acting president until an appointment is made.

Appointments:

Diane Pamel, Library Director

Kathleen Perkins moves to approve, Bambi Avery seconds and all approve

Allison K Cantu, Bookkeeper Les Cleland moves to approve, Bambi Avery seconds and all approve

Appointment to committees

Operations: Leslie Cleland, Randall Stewart, Kathleen Perkins, MaryEllen Rumsey

Finance: Leslie Cleland, Clinton Brooks, Michael Lane, Randall Stewart

Building and Grounds: Randall Stewart, Michael Lane, Bambi Avery

Fund Raiding: Randall Stewart, MaryEllen Rumsey, Kathleen Perkins

8 Library Street Liaison: Kathleen Perkins and Bambi Avery

Les Cleland moves to approve, Bambi Avery seconds and all approve

Treasurer's report

Motion to ratify decision to increase staff salaries \$.50 an hour as of January 10, 2022 as follows:

- Lib Asst Stephanie Ortolano and Jennifer Wildridge from \$16 to \$16.50
- Lib Asst Allison Payne from \$15 to \$15.50
- Lib Aide Jaclyn Smith from \$14 to \$14.50

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- Lib Aide Elizabeth Altier from \$14 to \$14.50

Randall Stewart moves to accept, Bambi Avery seconds and all approve

Groton CD resolution and signators

Les Cleland submits a resolution to change the names of the Officers listed on the CD held by the First National Bank of Groton to include Michael Lane as acting president, Randall Stewart as secretary and Les Cleland as Treasurer. Clint Brooks moves to approve, Kathleen Perkins seconds and all approve.

Financial Notification

Clinton Brooks advises the Board that the Southworth Library is heavily invested in First National Bank Stock, noting we are not insured for it and that we should consider diversification. He also states his own involvement with the Bank as the President and notes it could be construed as a conflict of interest

Resolution to define endowment and reserves

Michael Lane presents a resolution to define the use of the terms endowment and reserves as attached at the end of the minutes. Clinton Brooks moves to approve, Bambi Avery seconds and all approve.

Approval of Minutes

Quarterly Board Meeting Minutes for November 1, 2022 recommended for approval by Clint Brooks.
Bambi Avery seconds and all approve.

Fund drive update

Randall Stewart provides an update of the fund drive as of Dec 31, 2021 and notes several major donors. Full amounts and statements will be provided at the follow up January Board meeting.

Village of Dryden Funding Request

The proposed funding request of \$9500 to the Village of Dryden is agreed upon. Randall Stewart notes that a calendar needs to be created that includes significant dates for library funding requests and processes.

Diversity, Equity and Inclusion Statement

A Diversity, equity and Inclusion statement is presented to the Board. Les Cleland moves to adopt the statement as attached to these minutes, Kathleen Perkins seconds and all vote in favor.

The School Ballot Funding Referendum

A resolution to request that the following be included as a proposition on the Dryden Central School District ballot on May 17, 2022 and to be used for wording in our petition:

Resolved, that pursuant to Education Law, Section 259, the Board of Education of the Dryden Central School District is authorized to levy and collect an annual tax, year after year, separate and apart from the annual school district budget, in the amount of \$50,000 which shall be paid to the Southworth Library Association for the support and maintenance of the library; with this appropriated amount to be the annual appropriation until thereafter modified by a future vote of the electors of the Dryden Central School District.

Kathleen Perkins moves to approve the proposal, Randall Stewart seconds and all approve
Bambi Avery moves to approve the petition as worded, Clint Brooks seconds and all approve

The Board goes into executive session at 6:45 pm. Allison Cantu and Diane Pamel are excused

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RESOLUTION DEFINING “ENDOWMENT” AND “RESERVES”

WHEREAS, The Board of Trustees of The Southworth Library Association owns certain categories of funds that have been gifted to, or earned by the Association, and which are held by the Board in its fiduciary capacity; and

WHEREAS, such funds are held in various reserve accounts and investments in the name of the Association, the income from which is used either for restricted or unrestricted purposes as determined or required by the source of those funds for such things as program operations and/or building capital projects and repairs; and

WHEREAS, the term “endowment” has been used interchangeably with “reserves” in reference to these various funds; and

WHEREAS, the Association does not now, and never has had a formally structured “endowment fund”; and

WHEREAS, the Association wishes to define its use of the term “endowment” when it is used from time to time in reference to the funds it holds in reserve;

NOW THEREFORE, BE IT

RESOLVED, Regardless of any other standard definition, the term “endowment” when used by the Association in reference to its various accounts and investments shall be defined as the reserves of the Association from whatever source derived and whether their use is restricted or unrestricted, it being the intention hereof that the terms “endowment” and “reserves” may be used interchangeably.

Diversity, Equity and Inclusion Statement

We are committed to diversity, equity, and inclusion in all aspects of our operation from the Board of Trustees and guiding principles to staffing, programs, and services. Having representation and engagement from library workers from diverse and underrepresented groups - including but not limited to race, ethnicity, gender identity or expression, sexual orientation, age, ability, religion, spiritual traditions, skill sets, and experiences - can effectively position us to address the changing needs of our members and their communities. No one will be denied consideration for or participation in any of our programs, services, committees, special interest groups, or Board of Trustees on the basis of any legally prohibited discrimination involving but not limited to such factors as those mentioned above. We are an affirmative action/equal opportunity employer.