

# Minutes for Southworth Library Board Meeting January 30, 2023 meeting

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The Minutes for the Board meeting for the Southworth Library January 30, 2023

Present:

- Michael Lane
- Randall Stewart
- Clint Brooks
- Bambi Avery
- Diane Pamel – Library Director
- Allison Payne- Bookkeeper

Excused:

- Mary Ellen Rumsey
- Kathleen Perkins
- Les Cleland, Treasurer
- Allison Kjellander-Cantu, outgoing Bookkeeper

Meeting called to order at 5:40 p.m.

Privilege of the floor for the public- no attendees

## Election of Officers

Michael Lane recommends reseating of current board members as follows: Michael Lane, Randall Stewart, Clinton Brooks, Les Cleland, Bambi Avery and MaryEllen Rumsey. Bambi Avery moves to approve the recommendation, Randall Stewart seconds and all vote in favor. Randall Stewart moves to nominate Michael Lane as President, Clinton Brooks seconds and all vote in favor. Randall Stewart moves to nominate Clinton Brooks as Vice-President, Bambi Avery seconds and all vote in favor. Bambi Avery moves to nominate Randall Stewart as Secretary, Clinton Brooks seconds and all vote in favor. Randall Stewart moves to nominate Les Cleland as Treasurer, Michael Lane seconds and all vote in favor. Bambi Avery moves to appoint Diane Pamel as Library Director, Clinton Brooks seconds and all vote in favor. Bambi Avery moves to accept the resignation of Allison Kjellander-Cantu as Bookkeeper, Clinton Brooks seconds and all vote in favor.

The following committees are assigned:

Building & Grounds: Randall Stewart (chair), Michael Lane

Fundraising: Randall Stewart (chair)

Finance: Michael Lane, Les Cleland, Clinton Brooks and Randall Stewart

Operations: Clinton Brooks (chair), Bambi Avery, Randall Stewart

## Minutes

Bambi Avery moves to approve the minutes for October 17, 2022; Clinton Brooks seconds and all vote in favor. *Clinton Brooks as President of The First National Bank Dryden; that the Southworth Library Association is heavily invested in common stock of the Bank; and that we may need to consider diversification in our investments.*

## Treasurer Report and Finance Committee

- Randall Stewart moves to accept the 2022 financial statements of income and expenses. Clinton Brooks seconds and all approve.
- The 2023 budget is submitted. Randall Stewart moves to accept, Bambi Avery seconds and all vote in favor.

**Fundraising and Annual Appeal:** November 1, 2022 to April 1 2023. Individual donations for 2022 totaled \$14,135, business donations totaled \$3325. Randall Stewart proposes an Annual Fund Donor Recognition event/reception to be held at the library in April or May.

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## **8 Library Street Report**

Report submitted for fourth Quarter and 2022 year end summary.

## **Building and Grounds Report**

The roof was checked in the fall. K&B did extensive repairs on both boilers and heating systems this fall. Schickel Construction has not been able to schedule or complete the front vestibule repair, involving some masonry work. A new projected date is for January. Glass Smith repaired the broken window in the basement. We will need a new landscaping/gardening service this summer. Several projects, including the removal of the hedgerows between the parking lot and 8 Library Street are imminent.

**Insurance:** Randall Stewart recommends talking with other insurance providers this year.

**Sexual Harassment Training requirement:** New Education Law requires that all trustees are required to do 2 hours of trustee training as well as the Sexual Harassment Training required for 2022. Once completed, the Director should be notified and the Certificates issued to be stored in the library files.

## **Board moves to executive session at 7:30 pm**

Randall Stewart moves to leave executive session at 9:44; Clint Brooks seconds and all approve