



**BOARD OF TRUSTEES
In Person MEETING
March 21, 2022, 7 p.m.**

Present: Director Joseph Burke, President Deborah Marion-Katz, Vice President Shannon Duerr, Melanie Shatynski, Amanda Beedle, Rachel Lane, Katie Barker, Christine Carpenter, Paul Scilopti

Absent: Tracy Mayer, Katherine Nelson

1. The meeting was called to order by Deborah Marion-Katz at 7:04 pm
2. Review and acceptance of minutes of February 2022 meeting next month due to technical problems preventing distribution.
3. Treasurer's Report – February 2022
Motion to accept the February 2022 by Shannon Duerr and seconded by Amanda Beedle. Accepted by the board.
4. Director's Report –February 2022
Reviewed the Directors Report with Joe Burke.
5. Committee Reports:
 - Program – Did not meet
 - Building – Did not meet.
 - i. Discussed different options for the platform for in front of the building.
 - ii. Possibility of a work day for the library. Tentative for April 23rd.
 - Finance –
 - i. CD's mature this month. They were 18-month CD's but the rates are so low for short term CD's. Then to review the options in 3 months. Motion to move the money in the 2 CD's into the savings account by Katie Barker and seconded by Paul Scilopti. Agreed by the board.
 - ii. Discussed the new check writing policy. There is an option with Quick books to send the checks to be

printed to be signed by the president. It will be tried on small scale at first.

- iii. One of the employees was working under the incorrect social security number. Looking into ways to correct it.
- iv. Motion to adjust the budget for 2022 per the attached packet to add \$500 more money to the Children's Books from by Melanie Shatynski and seconded by Shannon Duerr.
- Long Range Planning – Met and the meeting minutes are attached to the board packet.
 - i. The AFL Long Range Planning Committee will be dissolved. The creation of the Long Range Plan of Service will become the responsibility of the Sustainability Committee. A working group of the Sustainability Committee will be tasked with overseeing the crafting and implementation of the Long Range Plan of Service with the input and participation of the full Board of Trustees. Motion to dissolve the Long Range Planning Committee by Katie Barker and seconded by Melanie Shatynski. Approved by the board.
- Personnel –
 - i. Talk to the lawyer to see options for the retirement process. Continuing to explore the public option first. There is a comparison of salary ranges for similar jobs.
- Policy –
 - i. Reviewed the Computer and Internet Use Policy. Motion to reapprove the existing policy with no changes by Deborah Marion-Katz and Paul Scilopti. Approved by the board.
 - ii. Reviewed the Circulation Policy with changes to borrowing times to align with Guilderland library and eliminating fines to align with new fine free policy. Motion to approve the policy with changes by Deborah Marion-Katz and seconded by Christine Carpenter.

6. Old Business

- Masking Requirement – Motion to give the Director the power to decide to make masks optional in the library when the time is right by Rachel Lane and Deborah Marion-Katz. Approved by the Board.
- Approval of the 2021 New York State Annual Report. Motion to approve the 2021 New York State Annual Report by Christine and seconded by Christine. Approved by the board.

7. New Business

a. Talking point of the month:

- i. **No More Overdue Fines:** Have you heard? The library has eliminated overdue fines! If you have old fines, come on back and we'll waive them! If you have old library books that you've been holding onto for a few months (or years!), bring them back and the slate will be wiped clean, no questions asked!
- ii. **State Funding:** We need all library supporters to let their state elected representatives to know that state funding for libraries is on the line in the New York State budget. The Governor's budget proposal includes a massive cut to library construction aid and we need our legislators to restore the cuts. Call or write them, or go to NYLA's Online Advocacy Center at <https://bit.ly/3vg9j2B> to sign up to become a library advocate today.

b. Board Open Forum – No discussion

c. The Caring Closet – Non for profit for high school age children supply collections. There is a box in library entryway.

8. Adjournment – Motion at 8:58 pm by Katie Barker and Shannon Duerr.

Next meeting of the Board of Trustees at 7pm on April 18th, 2022