

Arkport Public Library

Minutes

January 13, 2022

Meeting was called to order by President Patty Amidon at 6:08 at the library.

Pledge to the flag.

Members present: Cathy Smith, Director, Patty Amidon, Marge Wagner, and Terry Pullman.

Old Business

The minutes of December were approved with the clarification on the Arkport Public Library website email detailed as Patt is checking with Erika about establishing an email account for the board for official business.

Patty said she would like to continue the attempt for this board email address as old business until it has been established.

Village Mayor Dugo called to report the resolution was passed to sell the Library Building to the Library for \$5000, payable over five years. Patty is awaiting confirmation of this by email. Discussion as to lawyer to work with and timing of our payments followed. It was agreed that Patty would contact John Dagon first, and that we would keep the timing of our payments up for discussion, possibly paying more than \$1000 in the first year.

Our need or a personnel policy should be addressed next. We will ask Joanne to check with the Hornell Public Library to see if we can share their policy language, with adaptations if necessary.

Cathy said we needed to agree on the legal holidays, especially since MLK Day is next Monday. It was informally agreed that we should be closed MLK Day, Presidents' Day, Good Friday, Memorial Day, July 4, Labor Day, Indigenous Day, Veteran's Day, Thanksgiving Day, Christmas Eve and Christmas Day, and New Year's Eve and New Year's Day. We will continue to address the need for the policy to be established.

New Business

Terry presented the Treasurer's report. Under advisement from STLS accountant Barb Mack, the balance on today's report will be considered the ending balance for 2021, and all deposits and payments made before today's date will be considered 2021. Since our balance and paid amounts for insurance and equipment that were budgeted for 2022 leave us about \$12,000 over our budgeted balance for this year, our payment for the building greater than 1/5 the purchase price was discussed. Decision on this was tabled until we have met with the lawyer and see how things stand.

Marge asked for an updated copy of the budget. This will be provided by email prior to the next meeting.

The newsletter is not ready for publication. Carol's ending words with the minutes of December will be used to start the newsletter. Beautifully written!

Patty is waiting to hear about the annual report from Brian. No updates from him have taken place.

Patty is considering running for village trustee, but not if there is competition. She would not exit her library board position.

We will check on the date to let Arkport Central School know of our tax levy request for next year. It is sometime in February.

We should also re-elect our board members, if they are willing to serve.

Cathy reported a concern on the information she reports on each month. We explained the Holds checked out by Arkport patrons are items Arkport patrons request and receive from other libraries, while Holds ordered from Arkport Library are the items we interloan to patrons of other libraries. We will add the Director's Report to future board meeting agendas.

The next board meeting will be on February 10, at 6pm.

Motion to adjourn by Terry with second by Marge at 7:10pm.