

Arkport Public Library Board Meeting
November 11, 2021

Meeting called to order at 6:05 by President Patty Amidon

Pledge of Allegiance to the flag

Members in attendance: Cathy Smith, Director; Patty Amidon, Joanne Bisson, Terry Pullman, Marge Wagner, Carol Burns

Secretary's report for October 21, 2021 was approved by the trustees

Patty read a response to the Village of Arkport Board proposal to sell the Library building to the new Arkport Public Library. Our counter proposal is \$5,000.00 over five years. The Village meets next Tuesday.

The old Arkport library facebook page has to be eliminated. It's on Cathy's home computer and she will work to get it off so our current one goes out to the community. Do we need a cleaner for the building and mower for the summer. Cathy agreed to continue cleaning while she is there for her hours and Terry has a line on a person to mow. Snow removal will be by Tucker and he will bill the library according to numbers of times he has to shovel.

New business: Financial update by Terry. The November report is attached. She announced payroll July to October is \$5700.00. She is working with STLS accountant on the 2022 budget. Terry also said the spending for this first year has been at a minimum keeping well in the proposed budget for 2021. January pay raises will be \$13.70 for Cathy and \$13.45 for Joanne. Motion made by Terry and seconded by Carol and all approved.

The first part of policy manual and adoption will be signed and adopted in the December meeting. Also discussed that all board members will help write the policy for Personnel.

The Arkport Public Library needs it's own web-site. Terry and Patty have been getting all the correspondence on their private e-mails. All the board needs to be able to have access to this information.

Thank you notes to be sent to Russell Booth and Randell Baker for the donation of the US flag and to Bud Phelps for making the stand for it. Also Bud removed the window air conditioner.

Patty needs a template to do the annual report for the Library.

Six books were donated. Received STLS Sustainable Practices Award and Plaque.

Pictures of the Board were taken.

Nancy Reisman's name was suggested as a substitute should Cathy or Joanne not be available to staff the Library. Joanne will ask her and Cathy and she will make out the employee paperwork. It was agreed to pay her \$13.20.

Library will be closed for Thanksgiving Nov.25 and 26.

Next meeting Dec. 9th at 6 pm at the library.

Patty made motion and Terry Seconded the meeting be adjourned at 7:10