

**MINUTES OF THE MEETING OF
THE TOWN OF NORTH COLLINS PUBLIC LIBRARY BOARD OF TRUSTEES**

A regular meeting of the Board of Trustees of the Town of North Collins Public Library was held on Wednesday, January 6, 2021. This meeting was held in person at the North Collins Public Library.

The following members were present: Patti Dole, Jimardino, Bonnie Noto and Sarah Friedrich.
Also attending: Jacob Rachwal – Library Manager

Call to order: President Patti Dole called the meeting to order at 5:30pm.

Approval to Minutes from 11/6/20:

Motion: Bonnie Noto, **2nd:** Jimardino. **APPROVED**

Directors Report – Jacob

Jacob and Sarah attended a ZOOM ACT Meeting on 12/12. It largely focused on the 2021 budget.

We are still operating at limited staffing levels with 2 staff members on at all times. We will continue staffing at current levels into 2021.

Virtual programming on our Facebook page has continued. In the month of December, we had a total of 427 view for our offerings this month. We distributed 75 Christmas Cookie Houses on 12/6 & 12/7. We could have easily doubled that number if we had more. We distributed 115 Take and Make kits in December.

We will be hosting a ConnectLife Blood Drive on Wednesday, February 3 from 3pm – 7pm.

Dan Stroud installed our new LED lighting fixtures in the library in late November/Early December. We will be fully reimbursed for the project at some point in 2021.

The Town has installed a number of COVID safety items for our building. We gave a standing thermometer at the entrance, a bromine fogger, automatic faucets for the bathrooms and REME-HALO Air Purifiers for all of our furnaces. A thank you will be sent from the board.

Statistics

December Output Measures were down. This is not solely a North Collins problem and is shared by the entire library system. We look forward to increasing numbers after the pandemic is over.

Financial Report

County Funds - \$52,617.30

Money Market Account - \$42,846.49

Private Funds - \$51,714.10

Petty Cash - \$57.67

OLD BUSINESS

Board Reorganization

The following officers were chosen unanimously for 2021.

President – Patricia (Patti) Dole

Vice President – Bonnie Noto

Treasurer – Jimardino

Secretary – Anne Maggio

Anne Maggio has been reappointed to the Board for an additional 4 year term. Her new term expires on 12/31/24

MICRO CLUSTER Plan

As reported at our last meeting, we were tasked with coming up with a Micro-Cluster plan for our library. Jacob presented the basic outline for our plan. The complete plan is available on our website.

2021 Budget

County Executive Poloncarz included a 2% increase to the Library's funding for 2021. All Libraries are waiting for the final Budget to come from the County. The System anticipates the State Budget to be slashed. The impact to our library will be revealed soon.

ALA Grant

Jacob reported that our grant proposal was not selected for the first round of awards. We will be eligible for the second round in the spring.

NEW BUSINESS

System Personnel Policies

A vote was held to reaffirm our acceptance of the system personnel policies and any changes that were made in 2020. This vote passed 4-0.

Motion: Patti Dole, **2nd:** Bonnie Noto, **PASSED**

Conflict of Interest & Ethics Forms

All present members filled out the conflict of interest & Ethics forms for 2021 as required by each Policy.

Other Notes:

- Jacob asked if anyone had any special requests of him in the New Year. They said to keep up the good work.
- Sarah suggested that we feature some of the new materials that arrive on our Facebook page.

MOTION TO ADJOURN:

Motion: Bonnie Noto, **2nd:** Patti Dole, **PASSED**

The next meeting is scheduled for Wednesday, April 7, 2021 at 5:30 pm.