

Tupper Lake Public Library Board of Trustees Meeting Minutes

February 9, 2021

Call to order by Mike Farkas at 9:32 am.

Attendance: Trustees: Mike Farkas, Harriet Connelly, Rick Wilburn, Bob Guiney, and Rick Bujold via Zoom , Library Director: Ben Gocker

Public Comments: None

Conor Snow , the library's temporary archivist, presented an in depth update to the board on the work he has been doing. Much of this work involves organizing the extensive collection of over 2,000 photographs the library has in its holdings. This finding aid is included as part of the minutes of this meeting.

Minutes of meeting of January 12, 2021 - motion by Rick Wilburn, second by Harriet to approve the minutes. All in favor. (5-0)

Directors Report:

- Shelving improvements have been made in the children's room
- Library received first reimbursement from NNYLN for material expenses associated with the Special Collections grant.
- A Zoom meeting was held on Jan 26 in which SEI Designs presented plans for Phase II of the construction project
- Library's Google drive account was upgraded to increase storage from 15GB to 100GB. All files will now be stored in the cloud as well as on hard drive.
- Still no word from the Tupper Lake school district regarding the retirement bill and the fire insurance policy.
- Applied for Generous Acts grant from Adirondack Foundation for \$4,300. The funds would go toward a children's literature program for adults. Decisions on funding will be made in the spring.

Financial Officer's Report:

- At this point in time, both income and expenses are in line.
- Board discussed retirement obligations as pertains to Jennifer Cote. Further clarification will be needed.
- Motion by Bob, second by Rick Wilburn, to approve the financial report. All in favor. (5-0)

Bills and Payroll Report:

- Board reviewed bills and payroll numbers for the past month. Motion by Bob, second by Rick Wilburn to approve the report. All in favor. (5-0)

New Business:

- The budget for the 2021-2022 fiscal year was presented for discussion and approval. Motion by Bob, second by Rick Wilburn to adopt the budget. All in favor. (5-0) Ben will forward the budget to the school district.

- Rick Bujold indicated that he will not be seeking another term on the library board. Brief discussion ensued. Ben will pursue efforts to identify individuals who might be interested in running for this vacancy.
- Ben presented a three page Self Evaluation of his work performed in 2020. This report, along with a summary of the Board's evaluation of Mr. Gocker, will be retained in his personnel file.
- The idea of temporary library cards for visitors to the community was discussed. Ben will explore this idea more fully.
- Mike felt that Ben's excellent handling of his responsibilities as library director, over the past year, warrants a revision to Ben's contract. To that end, the Board will take a look at changes to Ben's contract that will be both beneficial to Ben and to the library.

Unfinished Business:

- The Board was presented with five policies for review and approval. However, due to the length of the meeting to this point, the Board will look at these at a future meeting.

Next Meeting: Tuesday, March 9, 2021 at 9:30 a.m.

Meeting adjourned at 11:20 a.m. Minutes submitted by Bob Guiney.

