

## Tupper Lake Public Library Board of Trustees Meeting Minutes

**July 13, 2021**

**Call to order** by Harriet Connelly at 9:30 am.

**Attendance:** Trustees: Harriet Connelly, Rick Wilburn, Suzanne Orlando, Bob Guiney, Library Director: Ben Gocker , Therese Ellis

**Public Comments:** None

**Minutes** of meeting of June 8, 2021 - motion by Suzanne , second by Rick to approve the minutes. All in favor. (4-0)

Conor Snow, library archivist, gave the board an overview of the digitizing work that he is currently undertaking. It is slow and laborious work but will benefit researchers in the future who will have a much easier time locating resources the library has at hand.

### **Directors Report:**

- Circulated items have increased substantially from May to June and 245% from June 2020 to June 2021.
- Summer programs are going well with programs offered every day except Mondays.
- Commercial Insurance Package through Utica National is set for renewal in July. Erie and Niagara offers a policy which is substantially less than Utica National although it does not include all coverages that Utica National provides. Further info at next month's meeting.
- Steven Stavenski, Bill Contessa, and Kris Brunette attended a meeting at the library on June 21 to find alternatives to the first proposal for Phase II work. SEI has given two options – proceed with the scheme reviewed on site on June 21<sup>st</sup> or keep the original plan that Bill Contessa priced and reprice for performing the work in the fall and hope pricing will be better. Have requested they provide the board with both options and pricing for your review.
- With new board member installed, we should start to focus on our Strategic Plan.

### **Financial Officer's Report:**

- Board reviewed last month's financial report which is also the final report for the library's 2020/2021 fiscal year. The library is in sound financial shape at this point in the year.
- Motion by Bob, second by Rick to approve the financial report. All in favor. (4-0)

### **Bills and Payroll Report:**

- Board also reviewed bills and payroll for the past month.

### **New Business:**

- The Board discussed in length a number of issues related to the construction project. The Board will have to make some important decisions in the very near future as to the direction that will be taken.
- Suzanne Orlando, newly elected board member, was administered the Oath of Office.
- Hayley is leaving the library and is moving away. Ben has found an individual named Paulina to fill the vacancy at \$13.00 per hour. Motion by Rick, second by Suzanne to approve the hire.

- Motion was made by Rick, seconded by Suzanne to appoint Michael Farkas as Board President, Harriet Connelly as Board Vice President, and Robert Guiney as Board Secretary for the fiscal year beginning July 1, 2021 and ending June 30, 2022. All in favor, (4-0)

**Meeting adjourned at 10:45 am**

**Next Meeting: Tuesday, August 17 at 9:30 a.m.**

**Minutes submitted by Bob Guiney.**

