

# **Tupper Lake Public Library Board of Trustees Meeting Minutes**

**January 11, 2022**

**Call to Order** by Harriet Connelly at 9:35 a.m.

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

**Agenda adopted** without additions.

**Minutes of meeting of December 14, 2021** – motion by Suzanne, second by Rick to approve as amended. All in favor. (4-0)

**Public Comments:** None

**Directors Report:** Reported on circulation numbers and checkouts for December as well as in house visits of 559 for the month.

- Very soon Schoolhouse should provide us with a quote for Phase I closeout work. Once this information is received , we will send it on to the state for approval and begin scheduling work. Chris will update Phase I information later today.
- Plan to meet with Jessica Heroux regarding part time employment with the opportunity for full time in the future.
- A library staff member tested positive for Covid 19 on 4 January. Since she overlapped with most staff members, the decision was made to close for the week of January 3-7. Staff members have been monitoring themselves for symptoms and are getting tested.

## **Financial Officer's Report**

- Library is at 50% of fiscal year and most items are in line. After further discussion, motion by Rick, second by Bob to approve the financial report. All in favor. (4-0)

## **Bills and Payroll Report**

- Reviewed by the Board

## **New Business**

- Board discussed plans for interim operations if a new director is not in place before Ben leaves on January 27<sup>th</sup>. To further delve into this, a meeting with both board and staff will be scheduled for 1/18 at 8:30 a.m.

## **Old Business**

- The board has continued the process of interviewing candidates and is hopeful a replacement for Ben will soon be realized.
- Ben noted that there is a sum of approximately \$40,000 that will be available from Phase I of the construction project that can be earmarked for smaller projects that must be construction in nature.

**Meeting adjourned at 10:40 a.m.**

**Next meeting: Tuesday, February 8, 2022**

**Minutes submitted by Bob Guiney**

