

## **January 2021 - Pulteney Free Library Board Minutes from December 8th 2020 - updated Jan 12, 2021**

Attendance; Liz Ryder, Fred Schulte, Debbie Yastremski, Elizabeth White, Ellen French, Nancy Cole. Barbara Radigan, (Luanne Graulich via zoom), Deborah Baran.

- The Trustee Committee met at 6 pm at the library to prepare the 2020 Appeals letters and envelopes to be mailed out.
- President Liz Ryder called the meeting to order at 7 pm.

### **Meeting Minutes Provided by Deborah Baran.**

- Notes from the notes from November's 10<sup>th</sup> non-meeting since there was no quorum, the November 14<sup>th</sup> Annual meeting, and the brief meeting beforehand to approve Tax caps, were read and approved; moved by Elizabeth White, seconded by Debbie Yastremski.

### **Financial statements and Minutes provided by Elizabeth White.**

- Capital Projects check Nov 30<sup>th</sup> \$19 M and assets increased \$16 M.
- Financials. At 98 percent of operating income budget. Expenses are at 86.6% of budget (expected % at this point would be 91.7%). Actual versus budget looks very good.
- Moved to accept financials; Moved; Debbie Yastremski, seconded by Elizabeth White

### **Directors Report; by Barbara Radigan (see letter) - Highlights**

- Covid patient came into the library, Public Health Contacted, Ambulance Core came with a "sanitizing gun"
- Returned books or delivered to the library from STLS require 96 hrs. quarantine before making them available.
- Other subjects Pilcrow Grant and the new Art's Display, Pro-Action Activities, book club – next meeting is January 7<sup>th</sup> – the Prayer Box.
- Report read and Approved; Moved by Debbie Yastremski. Seconded by Deborah Baran

### **New Business was the election of officers for 2021.**

- President; Carol McGill (replacing Liz Ryder)
- Vice President; Debbie Yastremski (replacing Ellen French)
- Treasurer; Elizabeth White
- Recording Secretary; Deborah Baran (replacing Nancy Cole)
- Bookkeeper; Fred Schulte
- Corresponding Secretary; Luanne Graulich
- Trustees; Nancy Cole, Ellen French, Liz Ryder
- New Trustee; Fred Schulte - Trustee Resignation; Dennis Hanson, Fred Schulte is filling the remaining term of Dennis.

The regular session was adjourned. Moved by Debbie Yastremski, seconded by Nancy Cole.

### **Executive Session**

- Yearly in December, an “Executive Session” is held by the Trustees to determine the salary increases and bonuses for the two library employees.
  - PFL surveys were reviewed and a discussion took place. A decision was reached.
  - The executive Session was adjourned. Moved for closure by Debbie Yastremski and seconded by Nancy Cole
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### **The regular session was resumed**

- Request for any more new business was made.
- The Christmas and yearend dinner for the trustees and their partners is placed on hold due to covid. Perhaps in late spring, the dinner can be held.
- Update on the completion of the appeals letter completed and ready to place in the mail..
- Next meeting is Tuesday. January 12, 2021
- Meeting adjourned. Moved by Nancy Cole and seconded by Carol McGill

Deborah Baran  
Recording Secretary