

## **March 8th, 2022 Board Meeting - Pulteney Library Minutes from February 8th, 2022**

Attendance; Carol McGill, Ellen French, Luanne Graulich, Fred Schulte, Barbara Radigan, Ellen French, Elizabeth White, Liz Ryder, Deborah Baran, Debbie Decker, Ellen Derby - Absent: Nancy Cole  
Meeting by Zoom

### **Meeting Minutes Provided by Deborah Baran and filed on Share Point**

Minutes were read for the January 11th Board Meeting.  
The only comment was to add the meeting was held by zoom

Motion to approve, Debbie Decker, 2<sup>nd</sup> the motion, Luanne Graulich. "All in Favor" Yes – 100% - approval of minutes.

### **Financial Statements and Report provided by Elizabeth White on Share point.**

- Summary Financial Statement 2022 – Receipts \$70,408 and Disbursements \$65,472, final income \$4,936
- Final interest and assets and depreciation included in the final 2021 financials , the building account ended 2021 with a balance \$204,296, an increase of approximately \$1400
- In the future there will be a line on the financials including donated services when an agreed number is determined.
- 2021 was a very good year despite the Covid effect.
- January 2022, income for the month was \$2,700, the library received a generous honorarium from Ron and Deana Ross of \$5500 and the NYSEG electric bill (electric lights and heating) was up considerably from January 2021 – January 2022 was 10 degrees colder than 2021.

**Motion to approve Deborah Baran, 2<sup>nd</sup> the motion: Elizabeth Ryder "All in Favor" Yes – Financial Reports approved 100%**

### **Directors Report; by Barbara Radigan (see letter on SharePoint for more details)**

The Director's Report is very detailed and complete. Please reference this document on SharePoint.

A couple items to be noted:

- The Ross Honorarium received was donations raised to honor the Ross's 50<sup>th</sup> Anniversary and guests were asked to donate to the Pulteney free Library.
- Additional Covid tests and masks have been handed out to our clients which helps the state distribute within Steuben County and in an inexpensive method
- Steuben County, (the only County to do so.) provides funds to libraries. Our library received \$1,734.
- This library has applied for a grant for playground musical instruments from the Southern Tier Library. We will also ask the Keuka area fund and some of the honorarium funds to buy and place 2 musical instruments on the lake side and north side of the library's lawn.
- A Pulteney Spring Community Day is being planned for possibly June 11<sup>th</sup>. The library, the 2 churches, ambulance and fire department and the Community Gardens will participate. There is partial library grant money to provide an entertainment for this event.
- Fred S and Barb Radigan is working with STLS on how to have individuals be able to print on the printer using their cell phone. From all the computer services offered, printing is the most used service.

## Old Business

- Strategy Update for the new members and a refresher for current board. STLS 's Brian Hildreth is encouraging all libraries to update their strategy plans. In 2021, our board started the Strategy process. We need to work on completing it and have a plan at the next Board Meeting. Carol McGill mailed out the Strategy Document to Board Members.
- Mask Policy - The Board voted on a new mask policy change that states the Pulteney Free Library will follow the guidelines of the governor. First motion: Elizabeth White, second motion Ellen Derby, "All in Favor" Yes.
- Peek Land – on hold to late spring.
- Sexual Harassment Training and signing the document verifying it was completed. A roll call was taken on the status of the board members.
- Election of Vice President – Liz Ryder was nominated by Elizabeth White and seconded by Carol McGill and "All in Favor" Yes
- Fund Raising – Raffle baskets and the quilt and doll house.
  - Display Raffle items during April and May – with prizes announced on June 11<sup>th</sup>, the Pulteney Community Day.
  - Price of tickets; \$1 for a ticket or 6 tickets for \$5.
  - Pictures of the basket needs to be taken and a list of items in the basket and a valuation designated and the basket delivered to the library.
  - A discussion was held on using Paypal and Vendome for this fundraiser.

## New Business

- Book Collection
  - School systems and libraries are being confronted with book banning and book burning.
  - The PFL has a current policy on book collection and book selection. Our policy follows the policy of the American Library Association. Our policy follows the freedom for open books. We do not limit books in the library.
  - What we do not have in our policy is how to handle a situation if someone objects. A form was presented to the board for an individual to fill out if there is an objection to a book – the board reviewed the new form. Key phrase on the form "Have you read the book?"
    - Our policy will add this form to our library policies and make any updates from the American Library Association updates.
    - The policy updates will be brought to the November Annual Meeting.
- **Motion to approve Ellen Derby, 2<sup>nd</sup> the motion: Luanne Graulich "All in Favor" Yes -approved 100%**
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- Annual Report for the library is completed and will be turn in within a week. Barbara has compiled all the material for the report and reviewed with the Library Board.
- The report compiled various benchmarks on the library. The report will be sent to STLS for review and then they will send to the state. Reports from all the libraries from the 5 counties of STLS will be put into one book to share the information. This library has used this extensively to see how we rank with our local libraries.

**Motion to close the meeting Ellen Derby, 2<sup>nd</sup> the motion: Liz Ryder, "All in Favor" Yes –approved 100%**

**Secretary**

**Deborah Baran**