

February 8th, 2022 - Pulteney Library Minutes from January 11th, 2022

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

Meeting Minutes Provided by Deborah Baran and filed on Share Point

Minutes were read for the December 14th Board Meeting.

Suggested modifications were requested. Amendments to last month's meeting were adopted.

Motion to approve, Nancy Cole, 2nd the motion, Debbie Decker. "All in Favor" Yes – 100% - approval of minutes.

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

- Balance sheet- Last month was a very good way to end the year for the checking account. The library took in more funds than we spent. The checking account had a balance of \$50,500, the building fund and capital account had a combined balance of \$204,295 and the CD's ended with \$24,460. There were no outstanding liabilities at year end.
- Cash flow Budget vs Actual – very good news for the library. Total Income was \$70,356, budgeted was \$60,560. Income was 116.2% over in the cash flow budget. The results can be credited to good work on the grants received, the 414 results, and client donations.
- Donations were up \$8,306.89, (\$4,385 – the membership drive, \$2,181 donations sent to the library and \$1,382 from STLS.)
- In 2021, Total Budgeted expense was \$63,737 with actual expenses of \$65,247, 2021 actual expense was 2.4% over budget.
- Operating Cash Flow Previous Year – Good news again – Income 9.1% increase from last year with expenses at a 6.4% increase. Total income \$5,108 for 2021, an increase of 62% from 2020.

Motion to approve Deb Decker, 2nd the motion: Luanne Graulich "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 Annual report is due February 28th, and Fred Schulte and Barbara Radigan will be compiling this document. This is the same report that is compiled at state level that allows us to see how we compare with other local libraries.
- Over 180 Covid tests and masks have been handed out to our clients.
- The Frederick and Harriet Taylor Foundation for 2022 is open and is due June 1st. In 2021, the library received \$8500 to be used against operating expenses.
- The Fund-Raising letter has of this date raised \$4,855 with 42 people donating.

Old Business

- Strategy Meeting on delay until we can get together and discuss in person.
- Mask Policy – the library has adopted the Policy put in effect by the State of New York.
- Remember to follow the link put out by Barbara Radigan (Dec. 15th) to watch the 2 videos on Sexual Harassment. This is one of the questions on the Annuals Report

New Business

Election for the Board Vice President is still open. If interested, please let Carol McGill know.

Fund raiser – recommendation by Elizabeth White to have an auction of a doll house and quilt and themed raffle baskets put together the Board Members. Details on the venue to be determined, including 2-3 months to display the baskets before the raffle.

Suggested themes include Wine, Movie Night, books, fun night, crafts, and garden.

Board members that committed on these baskets:

- Carol McGill- Christmas wreath basket and an Afghan/cozy night basket
- Nancy Cole - Game Night
- Debbie Yastremski – Craft Basket
- Deborah Baran - Travel Basket
- Liz Ryder – Spa Basket

Motion to close the meeting Elizabeth White, 2nd the motion: Liz Ryder, “All in Favor” Yes –approved 100%

Deborah Baran