

1/11/2021 - Regular meeting of the Edmeston Free Library by Zoom call
Attending: Joel Staples, Martha Winsor, Lisa Berryment, Karen Zaleski, Pete Smith, Deb Mackenzie, Toni Zaleski

Note - action items are in red

Called order 6:22

Public expression - no one else attending zoom

Meeting minutes - (attached)

- Correct name from Quinland to Quintin in museum report section
- Motion to accept notes for December with correction by Martha , 2nd Pete, approved
- The following were discussed but not formally approved at the last meeting:
 - Martha motioned to accept pay increase for Toni and mileage reimbursement of \$595 for Deb, as written in last month's notes, Pete 2nd, Karen abstained, approved.

Treasurer Report - (attached)

- Need meter readings for water (Barb to get Corts, Marty to get library)
- Payroll reports done, working on W2s, etc
- Motion to accept treasurer's report by Pete, Martha 2nd, approved

Management Report (att)

- Toni mentioned there is a seminar on sick time offered by 4CLS on 1/15 at 10:00am. Lisa would review the recording but cannot attend the meeting. Joel can attend if necessary.
- Curbside is going well - quite busy
- Checking on fee for DVDS added to the electronic catalog. Old technology so we don't want to pay for it.
- Martha motioned to continue curbside/by appt until the next meeting, Lisa 2nd, approved.

Museum Report (att)

- Thanks for the mileage reimbursement
- Lock was fixed on 12/27, key left on the steps
- Permission to give a set of keys to Marie Dravland granted
- A set of keys will be made to keep at the library and one for Joel
- Deb would have opened the museum if she had known that the municipal building was NOT in fact, closed for the end of December/beginning of January.
- Martha motion to close the museum except for workers until the next meeting, Pete 2nd, approved.

Audit and Finance Committee

- Budgets presented
- Lisa motioned to accept the Library Budget as submitted, Martha 2nd, approved

- Martha motioned to accept the Capital Project budget with addition of \$3000 allocation from the EFL, Lisa 2nd, approved

Capital Project Committee

- Phase II is finished - should receive the 10% owed

Grant Writing Committee

- \$25,000 pledge from NYCM
- Fundraising goals figures (attached)

New business

- Conflict of interest forms - please print/sign and return to library or Karen Z
- Wallpaper removal - not yet due to no groups but some individuals may work at it. Barb and Jo Salo may get started soo. Ok to purchase what they need.
- Karen Z will talk with Melissa about the video of the project progress
- Annual report and 990 - Joel to work on
- Barb will ask Paul about the audit letter - It is critical to get this asap, Joel also to check on.

Meeting adjourned 7:34