**South New Berlin Free Library**

Quarterly Meeting Minutes

April 27, 2021

**Attending Board Members:**

* Marcia Hoag, George Clum, Elaine Clum, Ann Mein. Absent: John Lorence, Tom Bryden

**Attending Staff:**

* Robin Avolio, Director

Meeting called to order at 6:37 pm.

**Chicken Barbeque:**

* Proposed chicken barbeque to benefit Library discussion involved date of May 15, details as to tickets, barbeque sauces and cooking services at SNB Fire Department, advertising in newspapers, posters, and volunteers.

**NYSEG:**

* Rick Wilson, NYSEG Engineer visited Library on Tuesday in regard to moving gas line and meter. Plumbing cost would be $2,285 to re-hook gas line to the existing furnace and to the upstairs heater. George made a motion to fund same, motion seconded by Elaine. All in favor, motion carried.

**Financial Statements:**

* Balance sheets, assets, income reported and reviewed.

**Meeting:**

* Building committee meeting with Steve Fox, from Chenango Co. Code Enforcement and Bob Loitsch to meet at 10:00 on Friday for discussion.

**Contractor:**

* The Board decided to bring Bob Loitsch of Loitsch Construction Co. on board for the proposed addition. George made a motion to do so, seconded by Elaine. All approved, motion carried.

**Architect:**

* Discussion was had regarding whether to continue with plans drawn up by Kin Studio, or to engage Principle Design Engineering for our plan going forward. Elaine made a motion to go with Principle Design, Marcia seconded, all voted in favor, motion carried.

**Kin Studio:**

* Diana Jaramillo will be paid the remaining balance owed of $1000, with two checks of $500 each and a letter of termination of services. George made a motion to make payment, seconded by Elaine. All in favor, motion carried. Engineer Gretchen BeVard being owed $1,625 will be paid and notified by letter of termination of services. Elaine made a motion, seconded by Ann, and all voted in favor. Motion carried.

**Director’s Report:**

* Robin outlined her plans for the Summer Reading Program, that and other expenditures broken down and explained. George made a motion to authorize payment for same, motion seconded by Elaine. All in favor, motion carried. See more specifics in Director’s Report attached.

**Hours of Operation:**

* There was some discussion about possibly changing hours of operation, maybe adding some hours on Saturdays. Robin and staff will explore possibilities.

George made a motion to adjourn meeting, seconded by Elaine, all in favor. Meeting adjourned at 8:25 pm.

Submitted:

Ann Mein, Secretary