**South New Berlin Free Library**

**Meeting Minutes**

**July 06, 2021**

**Board members present:** Marcia Hoag, George Clum, Elaine Clum, Ann Mein, and Tom Bryden

**Staff present:** Robin Avolio, Director

**Public present:** Kathy Burnside

Meeting was called to order at 6:06 pm

**New Board member:**

* George made a motion to accept Kathy Burnside as Board member to fill the vacancy left by resignation of Tammy Osborne, seconded by Ann. All voted in favor, motion carried.

**Assistant Treasurer position:**

* Elaine Clum expressed an interest in filling the vacancy of Assistant Treasurer to replace that left by resignation of John Lorence. The term would end in January of 2022. Tom made a motion to accept Elaine for Assistant-Treasurer seconded by Kathy. All voted in favor, motion carried. Elaine made a motion to remove John’s name from the bank accounts, motion seconded by Tom. All in favor, motion carried.

**Minutes:**

* Minutes of March 16 were reviewed. One change would be to list Ann as having been absent. Tom made a motion to accept these minutes with the one change, seconded by Elaine. All except for Ann voted in favor. Motion carried. Minutes of March 1st were reviewed. Tom voted to accept, seconded by Elaine. All voted aye, except for Ann, who was absent. Motion carried. Minutes of April 27 were reviewed. Elaine made a motion to accept as written, seconded by Ann. All except for Tom voted in favor, motion carried.

**O’Reilly quote:**

* A professional services proposal received from Principle Design Engineering was read and discussed. Design and planning estimates were examined. Specifics were discussed as to moving forward. A conversation with the O’Reillys was deemed desirable as well as plans to speak with Four County for guidance.

**Gas line:**

* The furnace has now been hooked up to the meter, but not turned on until NYSEG comes out, meets the contractor and approves the work.

**Sign:**

* The funding sign near the building had been damaged, has now been repaired.

**Chicken Barbeque:**

* George and Elaine reported proceeds from the chicken barbeque event held in May yielded profit of $870.00 after expenses. The Board is grateful to the Firemen and other volunteers for their participation.

**Bills:**

George made a motion to pay the Evening Sun $83.30 for advertising for the barbeque, seconded by Kathy, all approved, motion carried. Ann made a motion to pay the Junior Library Guild $660.10 for a yearly membership. Elaine seconded motion, all approved, motion carried. Also, George made motion to pay W B Mason $437.28 for toner, motion seconded by Kathy. All voted aye, motion carried. A motion was made by Kathy to re-issue a lost check to Mary Fitch for $25 for snow removal. Motion seconded by Elaine. All in favor, motion carried. Elaine made a motion to approve Robin’s list of purchases, motion seconded by George. All approved, motion carried.

**Director’s Report:**

* Robin reports that the building fund donations now total $19,716 including chicken barbeque proceeds. She explained aspects of the summer reading program, a Noah’s Ark theme, and a Build-A-Bear project for which Elaine made a motion to allocate $200. Kathy seconded motion, all in favor, motion carried. See attached Director’s Report.

**Hours:**

* A proposed change in hours was discussed and finally agreed upon 11:00 am to 6:00 Monday through Friday and Saturday from 9:00 am until noon. Kathy made a motion to accept these changes, motion seconded by Elaine. All voted aye, motion carried.

George made a motion to adjourn, seconded by Elaine. All in favor. Meeting adjourned at 7:38 pm.

Submitted:

Ann Mein

Secretary