**South New Berlin Free Library**

**Quarterly and Business Meeting Minutes**

**July 5, 2022**

**Board Members Present:** Marcia Hoag, George Clum, Elaine Clum, Kathie Burnside, Tom Bryden

**Absent:** Ann Mein, Scott Stensland

**Staff Present:** Robin Avolio

**Guest Present:** Bob Loitsch

**Public Present:** Lynn Macumber

               Meeting called to order at 5:35 pm.

**Contractor and Board Discussion**

Motion made by George Clum, seconded by Tom Bryden to accept the bid and award the bid to Loitsch Construction. Passed. Bob Loitsch was present to sign the contract. There was discussion regarding the water run-off in the back of the building. Bob will look into this.

**Bills**

The Board reviewed bills for a grant from Stewarts for the summer reading program - two programs of $60 each, renewal of the Junior Library Guild for discount books for kids

in the amount of $726.18 and a new dehumidifier unit for the basement in the amount of $276.56. All bills were approved on a motion by Tom Bryden, seconded by Elaine Clum.

Because of the water issue in the basement and the broken gutter, Marcia Hoag is going to talk to Bob Loitsch to get his suggestion about someone to fix it.

**Director's Report**

Robin Avolio has been looking at possible promotional items to be given out at a grand opening of the new addition. This discussion was tabled until the next meeting. She presented the financial statements for three months from our accountant Paul Rowe. These were approved on a motion by George Clum, seconded by Tom Bryden.

The food program through the Unadilla Valley School will begin August 1. It will be held outside our door. If it's raining, Robin would like to have a table set up inside the library so kids can see what's going on in there in addition to picking up food.

**Minutes**

The minutes from the June 9, 2022, meeting was approved with no changes on a motion by Tom Bryden, seconded by Elaine Clum. Passed.

**Other Business**

The sign and the picnic table will have to be moved before construction begins.

Marcia Hoag presented the Standards of Behavior Policy modification which was first adopted in 2017. As of this meeting, the policy has been updated and approved on a motion by Tom Bryden, seconded by Elaine Clum. Passed. Also, as of this meeting, Ms.Macumber was given a verbal first warning for violating the policy, item number 6. This was approved on a motion by George Clum, seconded by Elaine Clum. Passed. Ms. Macumber was given a copy of the updated policy.

**Fundraising**

Marcia Hoag hopes to talk to Marie Lusins about fundraising before our next meeting.

Motion to adjourn made by Elaine Clum, seconded by Tom Bryden and approved. The meeting was adjourned at 6:35 pm.

               Submitted by Kathie Burnside for Ann Mein