

Springfield Library
Board of Trustees
January 13, 2021 Quarterly Meeting
Meeting Minutes

Call to Order

The meeting was called to order by Marilyn Marshall at 7:33 p.m.

In Attendance

Present: Jordan Clements, Megan Culbert, Dennis Dorn, Marilyn Marshall (President), Jonathan Miller (Vice-President), Cheryl Zamelis

Also Present: Hanna Conbeer

Absent: Rebecca Fitzgerald, Kaitlyn Forbes, John Marchev

Approval of Previous Month's Meeting Minutes

December 17, 2020 Meeting Minutes not available for approval.

President's Report

- The Board needs a new secretary; Hanna taking minutes until we vote in a new secretary
- Trustee Conflict of Interest Forms
 - Everyone please sign and return the signed form by email, U. S. Mail (Springfield Library, P.O. Box 142, Springfield Center NY 13468), or drop off at the library
- Circulation Desk Wiring Project Update
 - Finished and looking beautiful

Treasurer's Report

- 2020 End of Year Account Balances
 - Motion to approve 2020 End of Year Account Balances made by Jon, seconded by Megan. All in favor
- 2021 Proposed Budget
 - Motion to approve 2021 Proposed Budget made by Jordan, seconded by Jon. All in favor
- 2021 Income & Expense Projection
- Unemployment Insurance Update
 - Our dispute has been received and is pending
- IRS Problem
 - IRS so backlogged they are having a hard time keeping up-to-date with payments
 - Marilyn mailed 2019 annual tax payment on 11/2/20, received a Notice of Intent to Seize in early December, and sent payment with interest and penalties on 12/16
 - Marilyn stopped the 11/2/20 check
 - Marilyn talked to IRS who put our account on hold (until they find our check) to delay further action and abate for bad check fees if they try to cash stopped check

- 2020 Annual Appeal Update
 - Current intake \$5,970
 - \$5,408.87 profit after deducting costs
 - 122 donations out of 750 mailing to equal 16.3% response

Manager's Report

Please see Manager's Report.

Concluding Business

Next Meeting: Wednesday, February 10, 2021.

Motion to adjourn made by Jordan, seconded by Cheryl. Motion passed unanimously by all at 8:38.

Minutes recorded and submitted by Hanna Conbeer.