

Hepburn Library of Madrid Board Meeting Minutes January 5, 2022

In Attendance:

Jennifer McAvoy, Susan McAvoy, Jennifer Coakley, Deborah Chase-Lauther, Emily Huntley

Absent:

Bryan Huntley, Allison Barkley

Special guest:

Call to Order:

Meeting was called to order at 7:02 PM

Approval of Previous Minutes:

Motion made by Emily Huntley; seconded by Susan McAvoy. Approved.

Workshops and Communications:

All trustees are required by NYS in 2022 to complete 2 hours of board training. This is one way that can be done... "Trustee Handbook Book Club: Budgets and Finance at <https://ncls.libcal.com/event/8737782>

NYS Sexual Harassment Training needs to be completed by all trustees, staff, and volunteers. Linked to the modules have been sent to board members, and internal staff and volunteers have the link as well.

Director's Report:

Liberty Utilities has reported that the installed meter is not the correct capacity for the current generator. Regarding the kitchen upgrade, there should be 2 separate gas lines: one for the kitchen services and one for everything else. There is no charge to upgrade to the correct capacity meter.

Grants: 2020 - Still waiting for 7 quotes regarding CCTV/fire alarm/generator

Financial Report:

It was suggested by Amy Moulton that Emily wait to reimburse the capital fund until the library receives town funding.

Emily Huntley read through the bills. Motion to approve the bills made by Susan McAvoy, seconded by Jenn Coakley.

Community Events:

Book Club meeting for January - Atomic Weight of Love

Snow men reading program is doing well with 7 participants.

Committee Reports:

1. Buildings and Grounds:

- Service person from Accessibility Solutions will be continuing to assess the lift.
- Leo and Bill will be working on the relabeling of the electrical breakers.

Election of Officers:

All trustees were comfortable in keeping their current position. No trustee was interested in holding a different position.

Emily Huntley nominated Jen McAvoy as Board President. Jenn Coakley, seconded. All approved.

Emily Huntley nominated Susan McAvoy as Board Vice President. Jenn Coakley, seconded. All approved.

Susan McAvoy nominated Jenn Coakley as Secretary. Jenn McAvoy seconded. All approved.

Jenn Coakley nominated Emily Huntley as Treasurer. Susan McAvoy seconded. All approved.

Motion to adjourn made by Emily Huntley, seconded by Susan McAvoy.

Adjournment:

Meeting was adjourned at 7:36 PM

Next Meeting:

Next meeting is scheduled for Thurs, Feb 10th, 6pm.