

**VALATIE FREE LIBRARY**  
**Minutes of December 21, 2020 virtual meeting**

Meeting came to order at 7:05pm

Present:

Trustees: Emilia Teasdale, Shirley Kelly, Jeremy Shank, Sally Hogan, Meg Todisco, Kristi Berner

Library: Director Elizabeth Powhida

Excused: Jill Leinung

Guests: None

**Public Comment**

None

**Approval of Prior Meeting Minutes**

The minutes from the November 16, 2020 virtual meeting were reviewed. Motion of Trustees Hogan/Shank to approve the minutes carried.

**Treasurer's Report**

Trustee Kelly presented her report and reviewed the proposed budget for 2021.

Motion of Trustees Shank/Todisco to approve the Treasurer's Report carried.

**Director's Report**

- Director Powhida presented her report, including:
- Review of patron numbers for 2020
- Proposal for the days the library will be closed in 2021.
  - Motion of Trustees Kelly/Shank to approve the "2021 Days Closed" list carried.
- Review of the programs the library offered in November and December 2020
- Recent outreach successful - Christmas Food Drive
- Outdoor primary school visits are on pause until the spring, due to cold weather
- The library has new hours in effect, listed on website
- For snow closings, the library general closes if ICC and other area schools are closed and Columbia County authorities advises residents to stay off the roads. The library Director will make the decision to close and then notify the board President. If the Director is not available, the board President or the staff on duty will make the decision.

**Old Business**

1. Fundraising letter was emailed on December 21st and a "reminder" email will be sent on December 28th. A few letters were sent in the regular mail also.

2. January 18th meeting will be our annual Organizational Meeting, as well as our regular meeting.

3. Board Openings

4. Long Range Plan

**New Business**

## 1. Committee Reports

Fundraising: PayPal button added to library website for donations.

Policy: Trustees Todisco & Hogan are reviewing the policies and will be presenting their findings to the board in early 2021.

2. Goodbye to Trustee Shank. This is his last board meeting. Thank you Jeremy for your service to the board! We will miss you.

**Trustee Concerns**

None

**Meeting Close**

Motion to adjourn by Trustees Shank/Hogan at 8:00 carried.

Next meeting: January 18, 2021

Minutes submitted by Kristi Berner.