

VALATIE FREE LIBRARY
Minutes of April 19, 2021 meeting (virtual)

Meeting came to order at 7:03 pm

Present:

Trustees: Emilia Teasdale, Shirley Kelly, Jill Leinung, Sally Hogan, Meg Todisco, Joyce LaRowe, Melissa Schieren, Kristi Berner

Library: Director Elizabeth Powhida

Approval of Prior Meeting Minutes

The minutes from the March 15, 2021, virtual regular meeting were reviewed. Motion of Trustees Leinung/Schieren to approve the minutes carried.

Treasurer's Report

Treasurer Kelly presented her monthly report.

The last Community Bank account is now closed.

Treasurer Kelly and Trustee LaRowe will go through treasurer files and put the most important papers in a new fireproof box.

A new computer is needed for the circulation desk. Director Powhida will research.

Motion of Trustees LaRowe/Hogan to approve the Treasurer's Report carried.

Director's Report

Director Powhida presented her report, including:

- pandemic response plan - Motion of Trustees Berner/Todisco to approve the plan carried.
- construction grant
- bullet aid - targeted aid will be available from NYS Senate & Assembly
- Hannaford donation request - for events
- Story Walk Saga
- April & May programs
- Summer programs
- groups in the building
- number of patrons in the building - possible change?
- Proof of Vaccine (on hold)
- Museum passes - TixKeeper - grant provided by the Ellsworth Kelly Foundation
- Bank of Greene County - will donate \$750 in supplies for art programs
- Print newsletter update
- Possible book sale at the end of June

Old Business

1. Long Range Plan - a motion by Trustees LaRowe/Kelly to approve the Long Range Plan was passed
2. Policy Updates

Meeting Use policy - A motion by Trustees Schieren/Leinung to approve the Meeting Use policy passed.

Building Use policy - A motion by Trustees LaRowe/Berner to approve the Building Use policy passed.

Claims Auditor policy - board discussed a change, but tabled until the purchasing policy is reviewed.

Investment policy - A motion by Trustees Kelly/Leinung to approve the Investment policy passed.

Annual Audit policy - tabled

Capital Fund policy - A motion by Trustees/Kelly Hogan to approve the Capital Fund policy with changes discussed passed.

Online Banking policy - on hold for more research

Conflict of Interest policy - tabled, will review in May meeting

New Business

1. Pandemic Response Plan (see Director's Report above)
2. Updating covid guidelines - will stay the same for now

Other Business

None

Trustee Concerns

None

Meeting Close

Motion to adjourn by Trustees Kelly/Hogan at 8:44pm carried.

Next meeting: May 17, 2021

Minutes submitted by Kristi Berner.