

Heermance Memorial Library
Board of Trustees Minutes
November 19, 2020

Call to order: 6:38pm

Attendees: Catherine Benson- Library Director, Tom Silvius, Caitlin Ippolito, Mark Maraglio, Helen Golden, Charles Hailer, Marilyn Rausch, Anna Tailleir, Carol Serazio, Eileen West.

1. Recognize Guests; Review and Approve Agenda: **Motion to approve Agenda- Mark; Second- Marilyn. Carried.**
2. Approve October 2020 Minutes: **Motion to approve Minutes- Mark; Second- Charles. Carried.**
3. Correspondence: Greene County Chamber of Commerce Election. Hoover Foundation Grant.
4. Director's Report: Catherine presented her report. Concerns over what to do if library should have to shut down again due to Covid; We are not in a hotspot; continuing to remain open; if necessary, scale back to curbside pickup. Village Historic Committee Hearing to review the Library porch/roof/paint on Dec 8th. Tax cap: Library was below tax levy. Request for a silent auction for a piece of art; money would be donated to food pantry; artist should go through the Friends. **Motion to approve report- Mark; Second- Charles. Carried.**
5. Financial Report and approval of proposed disbursements: Mark presented the report. Catherine increased the amount for the Amazon Account. **Motion to approve Financial Report- Tom; Second- Eileen. Carried. Motion to approve disbursements with amendment of Amazon bill- Helen; Second- Eileen; Carried.**
6. Committee Reports: N/A.
7. Old Business:
 - Compliance- Review 3 year plan and Facility plan: **Motion to approve 3 Year Plan- Mark; Second- Eileen; Carried.** Matchless Chimney to be scheduled. **Motion to approve Facility Plan- Mark; Second- Marilyn; Carried.**
8. New Business:
 - Policy Committee reviewed Records Retention Policy, ADA Policy and Foil Policy: **Motion to approve the above policies- Mark; Second- Eileen; Carried.**
9. Announcements: Welcome Anna.
10. Meetings: Held at the Library the 3rd Thursday of each month at 7:00pm, unless otherwise noted. If the board cannot meet as scheduled, make-up will be the next Saturday at 9:00am.
 - A. Next Scheduled: December 19, 2020
 - B. 2020 Annual Meeting, swearing in new board members, election of officers- January 21, 2020
11. Executive Session: N/A.

Adjourned: 7:29pm. **Motion- Eileen. Second- Charles. Carried.**

Submitted by: Caitlin Ippolito