

Heermance Memorial Library
Board of Trustees Minutes
July 15, 2021

Call to order: 6:31pm

Attendees: Catherine Benson- Library Director, Tom Silvious, Eileen West, Caitlin Ippolito, Carol Serazio, Marilyn Rausch, Charles Hailer. Absentee: Anna Tailluer, Mark Maraglio, Laura Shauger.

1. Recognize Guests: Review and Approve Agenda: Acknowledge Erik Metsger as guest. **Motion to approve Agenda- Eileen; Second- Charles; Carried.**

2. Approve June 2021 Minutes: **Motion to approve Minutes- Marilyn; Second- Charles; Carried.**

3. Correspondence: Civil Service: Letter to unsuccessful candidates. Narcan Training: Invitation to participate.

4. Director's Report: Catherine presented her report. Finance and Personnel Committees need to meet to discuss a working Budget. Parking permits went out to neighbors and none have returned them yet. Storm damage: Lamp post is waiting on the adjuster to submit to insurance company. Three quotes for air conditioning for second floor of the Library. Cell service needs to be improved for the Library property; repeater is necessary; a cell tower is really necessary for the downtown area- E-rate can help make it possible. **Motion to approve report- Eileen; Second- Charles; Carried.**

6. Committee Reports:

Policy: By-Laws need to reviewed; a newer version was found and will be used for review.

Buildings & Grounds: Historical Committee public hearing on Aug. 10 for painting the exterior; no air conditioning units on the front of building- hiding the units with plants is unacceptable.

5. Financial Report and approval of proposed disbursements: No financial report presented at the time. **Motion to approve proposed disbursements- Marilyn; Second- Carol; Carried.**

7. Old Business: N/A

8. New Business: N/A

9. Announcements: N/A

10. Meetings: Held at the Library the 3rd Thursday of each month at 6:30pm, unless otherwise noted. If board cannot meet as scheduled, make-up will be the next Saturday at 9:00am.

A. Next Scheduled: August 20, 2020

11. Executive Session: Eileen requested Executive Session- reason: Personnel Matter. Motion to move into **Executive Session- Eileen; Second- Charles; Carried.** 7:30pm. **Motion to adjourn from Executive Session 7:34pm Eileen; Second- Charles; Carried.**

Adjourned: 7:35pm. **Motion- Eileen; Second- Charles; Carried.**

Submitted by: Caitlin Ippolito