

**Heermance Memorial Library
Board of Trustees Minutes
February 16, 2022**

In Attendance: Catherine Benson; Library Director, Carol Serazio; President, Charles Hailer; Vice President, Mark Maraglio; Treasurer, Marilyn Rausch, Catherine Beecher, Laura Shauger, Colleen Walsh; Secretary. Absentees: Joseph Garland, IV

Called to Order: 6:03pm

1. **Pledge of Allegiance**
2. **Guest:** Aaron Flach
3. **Approval of Agenda:** Motion made by Mark and seconded by Marilyn – unanimously passed.
4. **Approval of Prior Meeting Minutes:** Motion made by Carol and seconded by Catherine Beecher – unanimously passed.
5. **Correspondence:** The Library received the agreement to proceed with the audit from Cusack & Company, CPAs, LLC. The library was also surveyed for interest in participation in “Beyond the Library Wi-Fi Access Project” to extend Wi-Fi at no cost for equipment and service through MHLS. The library will participate and applied for a grant. The library also filled out a census pertaining to the impact COVID has had on the library.
6. **Director’s Report:** The Library will continue with the existing Mask Policy and revisit it the policy at next month’s meeting. This was passed unanimously. The library has signed up with Hoopla which is a digital media service that allows users to borrow movies, music, audiobooks and e-books. The Annual Report was presented to the Board. The motion for acceptance was made by Mark and seconded by Marilyn. Charles motioned and Marilyn seconded the motion to accept the Director’s report.
7. **Financial Report and Approval of Disbursements:** Mark reviewed the Financials, P/L Statement along with the monthly bills. Motion to accept was made by Marilyn and seconded by Catherine Beecher. It was unanimously passed.
8. **Committee Reports:** Charles presented the Library Card and Borrowing Policy. It was unanimously passed.
9. **Old Business:** None discussed
10. **New Business:** The Trustees signed a Code of Ethics along with a Conflict of Interest document. The Building and Grounds Committee will meet to address the basement door and brick repointing at the bilco door. Our guest Aaron Flach offered to take a look and provide his opinion for a resolution to the issue. The library will be applying for grant for insulation to be installed in the attic. The Publicity Committee will be meeting with Susan Baldaserini about creating a logo for the library.
11. **Period of Public Expression:** Aaron Flach spoke to the Board about maximizing the number of parking spots in the library parking lot. There are currently 15 parking spots. He will propose a drawing for the parking lot to handle more cars. Mr. Flach would do the site prep and suggested the Town or maybe a fund raiser for the cost of paving. He also spoke a running a line from the flat roof of the addition of the library and tying a catch basin next to his property.
12. **Meetings:** The future Board meetings will be held on the third Wednesday of the month at 6:00pm. The next meeting will be March 16, 2022.
13. **Executive Session:** Not requested
14. **Adjournment:** Motion made by Mark at 6:50pm and seconded by Laura. It was unanimously passed.

Submitted by: Colleen Walsh, Secretary