

**Fulton Public Library**

**Board of Trustees**

March 29, 2021

Attendance:

Trustees Present: President Jacqueline Havener, Sarah Fay, Ellen Himes, Carolyn Mosier, Dennis Merlino, Pat Kush (arrived 5 PM), Kathy Sipling, and Bob Vayner. Excused Absence: Meagan Overton

Also present: Caroline Chatterton, Library Director, and Sandra DeSantis, Bookkeeper.

Call to order: The meeting was called to order at 4:02 PM by President Havener.

Adoption of Agenda:

Dennis Merlino **moved to accept the agenda**, Kathy Sipling seconded the motion and all approved.

Public Comments: none

Approval of Minutes:

Ellen Himes **moved to accept the February 22 minutes**, seconded by Kathy Sipling. The motion was approved.

Review Financial Reports:

Bob Vayner gave the floor to Sandra DeSantis. The Board reviewed the A/P Aging Summary, expenditures, budget and balance forms. Sarah Fay **moved to approve the Financial Reports and Disbursements**, Ellen Himes seconded the motion and the motion carried.

Library Director's Report:

Caroline Chatterton presented the Library Director's Report (see attached). Items of note: new service *Hoopla* is in place and usage is growing, curbside crafts are expected to do even more in spring, the first Winter Reading program was favorably received, new patrons will get "welcome bags", and library information will be distributed with community *Meals on Wheels*, Caroline has joined the NYS Statewide Senior Action Council in an attempt to connect them to Oswego County libraries.

Committee Reports:

- Capital Campaign: Sarah Fay reported on Fundraising Subcommittee plans: Wreath raffle drawing April 1st, Chicken BBQ (presale tickets now available) for June 5th - event to include book raffle baskets and used book table, T-shirt sale after summer.
- Finance: Bob Vayner reported that the Committee met to review and update the 2021 budget and will meet again in April to discuss minimum wage and employee wages.

- Grant: Ellen shared an architectural rendering from Crawford and Stearns showing proposal for handicap ramp, front door and railing, awning, and roof drip line.
- LRSP: no report
- Personnel: no report
- Policy: no report
- Safety/Maintenance: Caroline reported that FPL is waiting for the City to replace the sump pump.
- Special Committee to Reopen: Caroline reported that FPL will move to *the next level of service* in early May, once staff have received 2<sup>nd</sup> round of Covid-19 vaccinations. The library will offer limited in-person access (12 people to include staff) for browsing and computer use. Times may be limited and masks will be available.

Unfinished Business:

- Carolyn **moved to accept the amended By-laws**. Pat Kush seconded the motion and it carried.
- Sarah Fay **moved that Fulton Public Library become fine free**, seconded by Kathy Sipling. Motion carried.

New Business:

- Sarah Fay **moved to approve the *NYS Pandemic Operations Plan*** as presented. Pat Kush seconded the motion and all approved.

The meeting was adjourned at 5:13 PM by President Havener.

Our next meeting is scheduled for April 26 at 4 PM.

Respectfully submitted,

Carolyn Mosier, Secretary