

Fulton Public Library
Board of Trustees

June 21, 2021

Attendance:

Trustees Present: President Jacqueline Havener, Sarah Fay (via Zoom), Ellen Himes (via Zoom), Carolyn Mosier, Dennis Merlino, Meagan Overton, Kathy Sipling, and Bob Vayner.

Trustee Absent: Pat Kush.

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

Call to order: The meeting was called to at 4:00 PM by President Havener.

Adoption of Agenda:

Carolyn Mosier **moved to accept the agenda**, Bob Vayner seconded the motion and all approved.

Public Comments: none

Approval of Prior Board Meeting Minutes and Agenda:

Dennis Merlino **moved to accept the May 24 Meeting Minutes as amended**, seconded by Meagan Overton. Motion carried.

Jackie Havener **moved to amend the May 24 Meeting Agenda**, seconded by Kathy Sipling. The motion was approved.

Kathy Sipling **moved to approve the May 26 Special Meeting Minutes**, Bob Vayner seconded the motion and it carried.

Dennis Merlino **moved to approve the June 7 Special Meeting Agenda**. Kathy Sipling seconded and the motion was approved.

Kathy Sipling **made a motion to approve the June 7 Special meeting minutes as corrected**. Meagan Overton seconded and the motion carried.

Review Financial Reports:

Bob Vayner turned the floor over to FPL Bookkeeper and Sandra DeSantis presented the A/P Aging Summary, expenditures, budget and balance forms. Carolyn Mosier **moved to accept the financial reports and expenditures**. Dennis Merlino seconded the motion and all approved.

Library Director's Report:

Caroline Chatterton presented the Library Director's Report (see attached). Items of note: Circulation has increased since the library lifted many pandemic restrictions. Virtual Programming viewership has decreased in this new phase but in-person story-times will be starting this summer. A first outdoor event is scheduled June 22 and the Summer Reading Program is slated for July 12 – August 20. A *Welcome Back to the Library* promotional event is set for early July and Saturday hours are starting July 10 from 10-2. The Fulton Memoir Project latest edition will be launched this fall. We have received 4 grants and are applying for a Shineman Grant but matching funds are recommended.

Jackie Havener **moved that we offer to match 10% of the \$40,000 Shineman Grant request**, with money from the Building Fund account. Dennis Merlino seconded and the motion was approved.

Committee Reports:

- Capital Campaign: Sarah Fay reported that the Chicken BBQ raised nearly \$2000. The raffles brought in over \$300 of that money. Sarah requested feedback on a Fall Festival and will meet with the Fundraising Committee to plan an event or two.
- Finance: no report
- Grant: Contractor quotes are being sought, and Ellen will begin construction grant application in July in order to meet the August 16 deadline.
- LRSP: no report
- Personnel: no report
- Policy: no report
- Safety/Maintenance Committee: Chris Waldron of Parks and Rec has asked us how to contact John Trimble of C&S Companies. Carolyn will continue to follow up.
- Special Committee to Reopen: see "New Business"

New Business:

- Dennis Merlino moved to approve a separate PayPal account for Patron online purchases involving the library. Kathy Sipling seconded the motion and it was approved.
- Kathy Sipling moved to accept the updated *NYS Forward Business Reopening Safety Plan Template*. Sarah seconded and the motion carried.

Unfinished Business:

- Jackie Havener, Ellen Himes, and Caroline Chatterton met with Home Inspector Chris Green to review his report on the neighboring building. Three areas of concern are 1. The steep bank/foundation, 2. Water problems with the roof, 3. Electrical safety issues. The roof has been repaired by the owner and Ellen is following up with the contractor. Sarah Fay has asked her husband, who has expertise in land construction, to look the area over and give us a report. Jackie will ask realtor to find out if the owner is willing to do electrical repairs and Ellen will inform our attorney of this request.

The **meeting was adjourned** at 5:23 PM by President Havener.

Our next meeting is scheduled for July 26, 2021 at 4 PM.

Respectfully submitted,

Carolyn Mosier, Secretary