

**Fulton Public Library**  
**Board of Trustees**

March 28, 2022

**Attendance:**

Trustees Present: Sarah Fay, Vice President, Carolyn Mosier, Kathy Sipling, and Bob Vayner, and Dennis Merlino

Trustee absences: Jackie Havener, Pat Kush, President Ellen Himes

Also present: Library Director Caroline Chatterton and Sandra DeSantis, bookkeeper

**Call to order:** The meeting was called to order at 4:02 PM by Vice President Sarah Fay.

**Adoption of Agenda:**

Carolyn Mosier **moved to accept the agenda**, Kathy Sipling seconded the motion and all approved.

**Public Comments:** none

**Approval of Prior Board Meeting Minutes and Agenda:**

Dennis Merlino **moved to accept the February 28, 2022 Meeting Minutes**, seconded by Carolyn Mosier. Motion carried.

**Review Financial Reports:**

The financial reports were reviewed. Questions were deferred to Sandra DeSantis.

Carolyn Mosier **moved to accept the financial reports and expenditures**. Kathy Sipling seconded the motion and all approved.

**Library Director's Report:**

Caroline Chatterton presented the Library Director's Report (see attached). We are starting to see an increase in circulation stats. Hoopla is doing great. The Office for the Aging has resumed their monthly visits to the library. We had a table at the Parent University at GRBodley High School. We started outreach story times at the YMCA.

We are "packing the library" with a successful Lego Club. We have hired a painting company for the Children's room. Girls Rock from the YMCA paid a visit to the library and participated in numerous activities. We are going to participate in the Little Free Pantry program in the community.

**Committee Reports:**

- Capital Campaign: no report
- Finance: no report
- Grant: no report
- LRSP: There will be a committee meeting on April 6.

- Personnel: no report
- Policy: there will be a committee meeting in the beginning of April. The Committee submitted some policy changes to the board for approval.
- Safety/Maintenance Committee: no report

### **Unfinished Business:**

- Policy Votes for:
  - Staff Work Rules: Kathy moved that we accept the policy as amended. Bob Vayner seconded and all approved.
  - Whistleblower Policy: Carolyn Mosier moved to accept the new Whistleblower Policy to be in compliance with New York State. Sarah Fay seconded and all approved.
  - Medical Leave Policy: Carolyn Mosier moved to accept the changes as updated. Sarah Fay seconded and all approved.

### **New Business:**

- The Bid Document for Community Room Renovation has been reviewed and approved by the city.
- DRI: Dennis Merlino motioned to accept the City of Fulton taking over the Library DRI project. Kathy seconded and all approved.
- Children's Room Remodel – Carolyn Mosier made the motion to appropriate funds to cover the shortfall from grants. Dennis Merlino seconded and all approved.
- Part Time Library Aide – Caroline recommended the hiring of Hollis Abbott as a part time Library Aide. Sarah Fay made a motion to approve and Dennis Merlino seconded. All approved.

### **Public Comments:** none

The **meeting was adjourned** at 5:00 PM by Sarah Fay.

Our next meeting is scheduled for Monday, April 25, 2021 at 4:00 PM.

There will be a Friends of the Library meeting on Wednesday, April 6 at 5:00 PM. All are encouraged to attend.

Respectfully submitted,

Kathy Sipling  
Secretary