

**MAMAKATING LIBRARY
BOARD of TRUSTEES MEETING
January 6, 2021**

1. PRESENT:

Meeting held via Zoom: Trustees Patti Andersen, Mildred Melchionne, Jennifer Holmes, Janine Roosa, Pamela Rice, and Director Peggy Johansen

Absent: Jay Egan, Mark Tourtellott

The meeting was called to order 6:06 pm.

Public Member: No public member present

2. AGENDA: Motion to adopt the January's agenda made by Pamela Rice second by Jennifer Holmes. All in favor, motion carried.

Motion made at 6:09 pm to move to Executive Session made by Mildred Melchionne second by Pamela Rice.

Motion made to return to regular session made by Pamela Rice second by Mildred Melchionne at 6:39 pm. (see item #6 - 2021 Budget Final Approval)

Motion made at 7:23 pm to move to Executive Session made by Pamela Rice second by Jeanine Roosa

Motion made at 7:30 pm to return to regular session made by Mildred Melchionne and Jennifer Holmes.

3. MINUTES: Motion to accept December's minutes made by Mildred Melchionne second by Janine Roosa. All in favor, motion carried.

4. FINANCE REPORT:

Financial report given by Jennifer Holmes.

Motion to accept the abstracts for January made by Jennifer Holmes second by Jeanine Roosa. All in favor, motion carried.

5. DIRECTOR'S REPORT:

Director Peggy Johansen's comprehensive report was distributed.

Welcome to Sarah Stanley who has been hired as Library Assistant.

6. OLD BUSINESS:

2021 Budget Final Approval – motion to approve the director pay increase and employee bonuses made by Mildred Melchionne and second Janine Roosa. All in favor, motion carried.

Motion made by Janine Roosa and second by Pamela Rice to approve the 2021 budget. All in favor motion carried.

Staffing and Library Hours Update – This Saturday (1/9/21) the library will begin regular Saturday hours from 10 AM to 1 PM. Suggestion was made to put an additional announcement sign in the back parking lot.

D&H Canal Groundbreaking Bicentennial – The library was asked to take the lead. Peggy will discuss this project with staff. The ground breaking will take place in 2025.

Holiday Closings for 2021 (Juneteenth) – Motion made to make June 19th a permanent library holiday made by Mildred Melchionne seconded by Jennifer Holmes. All in favor motion carried

7. **NEW BUSINESS:**

Board Election – Motion made to keep the slate of officers the same for 2021 made by Pamela Rice second Janine Roosa. All in favor, motion carried.

Appointment of New Library Assistant – Motion made by Mildred Melchionne to accept the appointment of Sarah Stanley as new Library Assistant second by Pamela Rice, All in favor motion carried.

Harold Diamond Donation – discussion ensued on how best to use the money donated to the library by Mr. Diamond. Motion made by Pamela Rice to use the money for matching funds for a Library Construction grant second by Jeanine Roosa. All in favor, motion carried.

Outdoor Lighting – to add more security to the library between the library building and our neighbors next door and the patio. Estimate given by Rotolo to install additional lighting. Motion made to approve the lighting expenditure made by Mildred Melchionne and second by Jennifer Holmes. All in favor, motion carried.

Personnel policy revision – Change the word Policy to Manual, add the Mission Statement and revise the Probationary Period, and added language to Section B – Work Rules III/F- “Employees shall” section. Motion made by Mildred Melchionne to make the changes to the Personnel Manual second Pamela Rice. All in favor motion carried.

PRIVILEGE of the FLOOR: No public member present.

Motion to adjourn made by Jennifer Holmes second by Janine Roosa. All in favor; motion carried. Meeting adjourned 8:40 pm.

Respectfully submitted,

Mildred Melchionne

Mildred Melchionne, Trustee
Secretary