

Approved by the Library Board of Trustees June 14, 2021

Richmond Memorial Library

Board of Trustees

May 10, 2021 via Zoom/Conference call

The May meeting of the Library Board of Trustees was held on Monday, May 10, 2021. President Norm Argulsky called the meeting to order at 6:32 p.m.

Members present: Norm Argulsky, Gregg McAllister, Rebecca McGee, Kristi Evans, Jennifer Cascell, Jessica Ecock-Rotondo and Leslie Moma

Also present: Bob Conrad and Debra Levins

Approval of Minutes

Upon the motion of G. McAllister, seconded by R. McGee, the minutes of the April 12, 2021 Public Information meeting and April board meeting were approved as amended, with the addition of the 2021-22 budget newsletter and annual reports 2018-2019 & 2019-2020. J. Ecock-Rotondo abstained. All others present voted yes. Motion carried.

Public to be Heard - None

J. Cascell entered the meeting at 6:39 p.m.

Library Director's Report

Reports of Librarians McCormack, Stryker Basile, Beardslee, Wood and Potera

The Board reviewed monthly reports from Librarians Rita McCormack, Samantha Stryker Basile, Elizabeth Beardslee and Deborah Wood.

The Board also reviewed the Combined Youth Services Report from Librarian Sue Potera.

Library Statistics - March 2021

The March 2021 Statistics were reviewed

Trustee Election Results

Congratulations to our new library board trustee Catrina Lasher! The results of the May 6, 2021 Trustee Election is as follows:

Catrina Lasher 97

Odilia Coffta 73

Total votes 170

Five Year Plan update

Director Conrad updated the board on the five year plan.

Committee Reports - None

Financial Reports

April 2021 Summary of Revenues and Appropriations

Upon the motion of R. McGee, seconded by L. Moma, it was resolved to approve the April 2021 Summary of Revenues and Appropriations. J. Ecock-Rotondo abstained. All others present voted yes. Motion carried.

March 2021 Bank Reconciliations

Upon the motion of R. McGee, seconded by L. Moma, it was resolved to approve the March 2021 Bank Reconciliations. J. Ecock-Rotondo abstained. All others present voted yes. Motion carried.

Approval of Invoices for Payment

Upon the motion of R. McGee, seconded by L. Moma, it was resolved to approve the manual checks on Warrant 65. The amount of \$2,145.48 was received by Proflex Administrators LLC for April Health Care costs. J. Ecock-Rotondo abstained. All others present voted yes. Motion carried.

Upon the motion of R. McGee, seconded by L. Moma, it was resolved to approve the payment of \$13,330.99 on Supplemental Warrant 62. J. Ecock-Rotondo abstained. All others present voted yes. Motion carried.

Upon the motion of R. McGee, seconded by L. Moma, it was resolved to approve the payment of \$2,691.90 on Supplemental Warrant 64. J. Ecock-Rotondo abstained. All others present voted yes. Motion carried.

Upon the motion of R. McGee, seconded by L. Moma, it was resolved to approve the payment of \$30,710.77 on Warrant 66. J. Ecock-Rotondo abstained. All others present voted yes. Motion carried.

Request for Budgetary Transfer

Upon the motion of K. Evans, seconded by J. Cascell, it was resolved to approve the following transfers:

\$2,000.00 from Salaries – Marshall Grant to AV – Marshall Grant for AV purchases.

\$2,500.00 from Social Security – Marshall Grant to Books – Marshall Grant for book purchases.

\$300.00 from Travel & Meetings – Marshall Grant to Materials & Supplies – Marshall Grant for supplies.

J. Ecock-Rotondo abstained. All others present voted yes. Motion carried.

Communications

Library Visits Program Coordinator Lucine Kauffman and Clerk Liz LeFort

A Thank you card to the Board for the purchase of the new Library Visits vehicle was received by Library Visits Coordinator Lucine Kauffman and Clerk Liz LeFort. They stated that the vehicle is much safer and practical than the previous one.

Old Business - None

New Business

Adoption of the 2021-22 Budget

Upon the motion of G. McAllister, seconded by R. McGee, it was resolved to adopt the 2021-22 Library Budget as presented. J. Ecock-Rotondo abstained. All others present voted yes. Motion carried.

Other Business - None

Executive Session

Upon the motion of G. McAllister, seconded by R. McGee, it was resolved to enter into Executive Session at 7:38 p.m. J. Ecock-Rotondo abstained. All others present voted yes. Motion carried.

Upon the motion of G. McAllister, seconded by Leslie Moma, it was resolved to exit Executive Session at 7:59 p.m. J. Ecock-Rotondo abstained. All others present voted yes. Motion carried.

Adjournment

Upon the motion of K. Evans, seconded by J. Cascell, it was resolved to adjourn the meeting at 8:00 p.m. J. Ecock-Rotondo abstained. All others present voted yes. Motion carried.

Respectfully submitted,
Bob Conrad, Clerk

Next meeting: June 14, 2021, 6:30 pm