

Meeting Minutes of the Peru Free Library Board of Trustees
October 20th, 2021
Video conference Meeting

Attendees: Patrick Andrews, Terri Cioppa, Rocky Divoll, Sandy Divoll, Diane Haight, Marque Moffett, Parker O'Mara, Tracy Orkin, Becky Pace, Sara Richman.

The meeting was called to order at 7:07 pm by President Marque. The agenda was approved with a motion by Pat and seconded by Parker. The minutes of the September meeting, as revised, were approved with a motion by Sandy and seconded by Pat.

Director's Report—The Library has been open since June and continues with slow but steady progress to increase numbers of patrons in the building. Becky is planning activities outside so the community is more aware that the Library is very active now. The monthly book group has been meeting outside in different locations around the Library. There was a “plein air” workshop during the summer for adults so a “pop-up” art show was held recently in front of the Library with water color pictures from these artists.

When the Library was closed during the pandemic, everything from the Children's Room except books was removed. Now some items are being placed back into that location, but there were just too many toys that had been donated or otherwise given to the Children's Room. So on October 20th the Library had a “Free Toy Giveaway” on the Library lawn that was promoted through Facebook and the Library web page. Most of these good quality toys had been taken by 5:00 at the end of the day, and anything left was taken to the Peru Community Church sale to be held on Saturday.

Nicki LaPlante, as a volunteer, has cleaned up the gardens around the Library for the winter. One student in a Home School family wanted to do a science project that required a microscope. Becky consulted two scientists who are also patrons of the Library, Dr. Michael Burgess and Marque Moffett. One was able to donate a microscope that was no longer being used in a lab and the other donated slides for the project. Once this student has completed her assignment, the microscope will be donated to the Library and patrons can borrow it as needed.

During September the Library website had 245 “hits” with the page for the Board of Trustees being the one with most time spent on that page.

The website Amazon Smile where items can be ordered and a small donation can be made to a nonprofit based on the orders has in the past five years resulted in \$233 for the Library.

Becky has sent a letter to the Peru Central School District requesting the check for \$10,000 owed to the Library.

A circulation report for the first three quarters of 2021 with a comparison to 2020 was prepared by Stacey. At this point it appears that the total circulation and total borrowers for 2021 will be similar to pre pandemic numbers.

President's Report—Marque reported about three educational sessions available to Board members about chapters of the Handbook for Library Trustees of New York State. The sessions are on October 19th, November 16th and December 14th for 90 minutes each and are also recorded through CEFLS. The link is <https://midhudson.org/trusteebookclub/>.

The *Handbook for Library Trustees of New York State* has been revised and printed as well as being available on line.

Becky also reported that a new mandate for Board members in 2022 will require two hours of training which could include the three educational session course mentioned previously as well as any other courses available.

Marque reported that she has been told by the liaisons from the Town of Peru to the Library that their funding of \$80,000 would again be the amount for 2022. Marque asked that their discussions be done through email rather than verbally so there would be a record for future use. There will be a Budget Review Workshop held by the Town on October 27th at 6:00 pm which can be attended by Board members to explain our request of an additional \$5000. The Board will compile some budget information from past years and present it to the Board at the budget meeting on the 27th.

Treasurer's Report—The balances in the accounts are checking--\$5,734.17, savings--\$970.24 and money market--\$62,503.73. There were questions about which budget year the PPP loan (now forgiven) should appear as income. Marque plans to ask Shelley to join us for the next meeting, if possible, to explain this item as well as other questions about the 2022 budget. The Budget Committee met by phone conversations, not in person, to discuss the items in the budget prior to it being brought to the Board.

Building/Maintenance Report—Rocky reported that he examined the tree limbs that are touching the chimney and the slate roof and decided that he could not remove them. Becky requested bids from 3 tree trimmers and had 2 responses. They agreed that the limbs needed to be taken down during the winter before the building is damaged. Zael Kravitz, one of the tree trimmers, explained that he uses a computerized system with a long trailer to reach the limbs to be cut. Becky asked him about the cost of the project, and he explained that his fee would be a donation to the Library. Zael explained that he was a regular patron of the Library when he was a young boy and wanted to be able to give back to the Library for their services.

Subcommittee Status Reports:

Budget Committee—Previously during the meeting there was discussion about the budget.

Fundraising Committee—Holly, Tracy and Marque are discussing new ideas for fundraising.

Long-Range Committee—No report.

Policy Committee—No report.

Old Business—No report.

New Business—Article VI and Article VII of the Library Bylaws were reviewed for clarification and corrections. At the next meeting the Board will continue this process for Article VIII, Article IX and Article X.

Library Moment—Becky’s report of the Free Toy giveaway and her discussion with the tree trimmer were the special moments for this meeting.

The dates for the next two meetings are November 17th and December 15th.

A motion was made by Pat and seconded by Sarah to adjourn the meeting at 8:37 pm.