

Meeting Minutes of the Peru Free Library Board of Trustees  
April 28, 2021  
Videoconference 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 7:04 pm by President Marque. The agenda was approved with a motion by Rocky and seconded by Pat. The minutes of the March meeting were approved with a motion by Sandy and seconded by Sara.

Director's Report—The Library will begin reopening on Wednesday, May 5<sup>th</sup> and Thursday, May 6<sup>th</sup> (11:00 am to 5:00 pm) for limited browsing. Lobby pickup will continue Tuesday through Friday 11:00 am to 5:00 pm. At this time Becky would like to determine what the patrons will be interested in doing while in the Library such as the children's room for books, browsing adult books or using computers. Once there are patrons in the building, there may have to be limits set for using different parts of the building based on COVID-19 regulations.

The Library's State Report has been approved by CEFLS and is currently being reviewed by New York State Library.

The circulation report for the first quarter 2021 was discussed. This report also has the information from 2020, 2019 and 2018. During 2020, the Library was fully open January, February and half of March. A total of 1,989 books were circulated. In the same period of 2021 when the Library is only open for lobby pickup, there have been 1,368 books circulated, only 600 less books which reflects the popularity of this method. When the next quarterly report is presented, it was suggested that first and second quarters should both be listed and only for years 2019, 2020 and 2021.

The migration to the Symphony program by CEFLS has been postponed and will hopefully occur in 2022.

During the April school break there were two children's virtual art classes held through the Library. The Lake Placid Education Foundation grant the Stewart's grant funded these classes. Becky has spoken to two contractors and will be meeting two more contractors soon to get quotes for repair of the Library lobby.

The Library has received the second payment from the Town of Peru and the grant from Stewart's .

President's Report—Marque developed a shorter form for the Annual Evaluation of the Library Director. The Board decided this seemed appropriate for 2020 due to the circumstances created by the COVID-19 pandemic.

Marque reported that Jim Douglass will be a liaison to the Library from the Town of Peru in addition to Mel Irwin.

Treasurer's Report—The balances in the accounts are checking--\$5,644.28, savings--\$1001.30 and money market--\$77,046.40. At the end of March, Parker was notified that the period to apply for an application for forgiveness of the PPP loan is now open. Shelley will complete the application for the Library.

Building/Maintenance—No report.

Subcommittee Reports—No reports.

Old Business—No reports.

New Business—Sections 3.01 to 3.06 of the Library Bylaws were reviewed for clarification and corrections which were mostly grammar and punctuation. This is an ongoing process throughout the year to complete a review of all of the Bylaws. At the May meeting the Board will be reviewing Sections 3.07 to 3.09.

Library Moment: Becky explained that April 7<sup>th</sup> was “Library Giving Day” for patrons to make donations to show their appreciation of their Library. Financial donations were made totaling \$100, baked items and candy were delivered and a special note from Barb and Jerry McGovern was sent expressing a thank you for all the services provided by the Library staff.

The dates for the next two meetings were set for May 19<sup>th</sup> and June 16<sup>th</sup>.

A motion was made by Sandy and seconded by Pat to enter Executive Session at 8:12 pm. At 8:24 pm a motion was made by Pat and seconded by Rocky to exit Executive Session.

A motion was made by Tracy and seconded by Sara to approve the Annual Evaluation of the Library Director, Becky Pace, with changes that were discussed. The motion was approved.

The meeting was adjourned at 8:35 pm with a motion by Sandy and seconded by Sara.