

Ellington Farman Library Board Meeting Minutes For May 23, 2022

Present: B. Rickard, M. Schreiner, B. Speas, D. Young, M.J. Griffith,
A. Hitchcock, D. Storey, C. Wragge

Excused: J. Whittaker

Agenda	Discussion/Decision	Status
Call to Order	Called to order by B. Rickard at 7:02 pm.	
Guests	None.	
Secretary's Report	Minutes previously distributed by email Motion to approve report as submitted: C. Wragge; 2 nd : M.J. Griffith.	Approved.
Treasurer's Report	Previously distributed by email. Reviewed in detail. Annual Fund Drive donations to date = \$2667. Folder of bills received and paid and most recent bank statements available for Trustee review. Motion by D. Young to approve report as submitted; 2 nd : C. Wragge. Discussed lack of Sick Leave Policy and decided to hold on changing for now. Following discussion, motion by M.J. Griffith to pay J. Whittaker for time missed due to illness during week of May 16 th . 2 nd by B. Speas.	Approved. Approved.
Library Director's Report	Distributed at meeting and reviewed by Trustees. Motion by B. Speas to approve report as submitted. 2 nd : A. Hitchcock.	Approved.
Budget & Finance	No new action to report.	
Building	Library Water Follow-up: Sanitizing procedure to be completed before Potluck Breakfast on June 25. Generator Follow-up: One estimate done. Waiting for second one to be completed. Garage Demolition: Doug Rice has assured M.J. Griffith that work will be completed before June 10. Dumpster to be delivered May 27. Flooring Follow-up: Planned improvements would not be eligible for New York State Construction Grant funding. Final decisions pending further discussion. Furnace Filter: C. Wragge volunteered to install new filter. Air Conditioning - Routine Service. C. Wragge will call to have service done.	
By-laws	No action required this month.	

Fundraising	Plant Sale/Book Sale/Car Drive - June 4, 8 am - 1 pm: Trustees encouraged to bring in plants to be sold. C. Wragge available to work sale. GiveBigChq Follow-up: June 9 online giving. Trustees reminded to share information with potential donors. Reported that there will be no Band Concerts or Movie Night this Summer.	
Library Grants	Applied to CCLS Summer Mini-grant for \$480 to cover remaining costs on summer programs. Waiting for decision.	
Nominating	Board Vacancies Progress Report: Committee planning to meet immediately following Board Meeting.	
Ad Hoc Personnel	No issues to report.	
Sustainable Revenue	Planning follow-up phone calls to community members who had expressed interest in serving on this committee. Strategic Plan objective to have team formed by June 2022.	
Old Business	Internet Upgrade: Still waiting for more information from CCLS. J. Whittaker has been following-up with Mike Jones.	
New Business	M. Schreiner reports that she is moving to Rochester and will be submitting her resignation. Regrets expressed by Trustees at this loss, with best wishes for her future. Will schedule election for new Vice President at next meeting.	
Adjournment	Motion to adjourn: M. Schreiner; 2 nd : A. Hitchcock. Adjourned at 7:50 pm.	

Respectfully submitted,
Delores E. Young, Secretary