

CPL Monthly Board of Trustees Meeting Minutes

October 19, 2020

Location: Zoom Meeting and Corfu Public Library

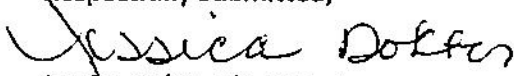
Attendance: Diana Reding, Library Director, Julie Hengenius- President, Angela Krisley- Vice President. Trustees Katleen Dethier, Jessica Doktor (Secretary), Margaret Stevens, Kristie Miller- Finance Officer, NIOGA Trustee

Absent: Kim Harlach, Trustee

Agenda

1. Meeting called to order at: 6:31pm
2. Adoption of Agenda. Kristie motioned; Angela seconded, and it carried with all in favor
3. Approval of prior meeting minutes from 9/21/2020. The September 2020 minutes were approved as they stand.
4. Period of Public Expression. None
5. Correspondence – The Corfu M & T Bank branch is closing December 18, 2020. Moved to agenda item 6.
6. Treasurers/Finance Officer's Report- (submitted under separate cover)
  - a. Motion to accept September 2020 Financial Reports
  - b. Motion to transfer \$20,000 to payroll and \$20,000 to checking from the money market. The increase was suggested by Teresa. Kristie motioned; Angela seconded
  - c. Approval of bills for September 2020. Kristie motioned, Margaret to seconded, Kristie withdrew motion adding months July, August, and September 2020. Kristie Motioned, Jessica seconded
  - d. Kristie suggested establishing a Capital account, for future expenses. She will check rates.
  - e. (from Agenda item #5) Julie, Angela and Teresa will need to complete a bank signature authorization form for M&T Bank. They can do this at the Library. Diana will forward to the bank. Diana initiated an ATM card for M&T bank to complete deposits once the Corfu branch closes on 12/18/2020.
7. Directors Report: (submitted separately)
8. Committee reports
  - a. Budget Subcommittee: No updates
  - b. Planning for a financial review to be available in case of an audit in the future. Diana is in contact with Bill Toal regarding change in fiscal year.
  - c. Personnel Committee: No update
  - d. d.The Building and Grounds Committee: Leave were raked by Diana. Margaret has halted progress on the shed during the COVID 19 pause. To be revisited in the spring 2021.
9. Old/Unfinished Business: No
10. New Business: Kristie provided NIOGA Trustees update of meeting and financial hardships in Genesee County due to the pandemic
11. Adjournment time: 7:00 pm Kristie motioned, seconded by Angela, and approved by all.

Respectfully Submitted,

  
Jessica Doktor, Secretary