

Attendance: Julie Hengenius, Angela Krisley, Jason Long, Kristie Miller, Patrick Weissend
Others: Diana Reding, Library Director; Imogene Plitt

1. *Call to Order:* Julie called the meeting to order at 6:34 PM.
2. *Adoption of Agenda:* Angela moved to approve the agenda; Patrick seconded and it carried with all in favor.
3. *Approval of Prior Meeting's Minutes:* August 2021 minutes approved as submitted.
4. *Period of Public Expression:* Imogene Plitt from Pembroke HS attended the meeting.
5. *Correspondence:* Diana reported on a notice from M&T Bank regarding the Library's CD and the need to update paperwork.
6. *Treasurer/Financial Officer's Report* (submitted under separate cover). Kristie discussed reviewing the reports.
 - a. **Motion:** To approve the August 2021 Financial reports as submitted. Kristie made the motion. It was seconded by Jason and carried with all in favor.
 - b. **Motion:** To approve payment of the August 2021 bills as submitted with the addition of the payment for the Utica National Insurance bill. Kristie made the motion. It was seconded by Patrick and carried with all in favor.
7. *Director's Report:* (submitted separately): Diana reviewed her report which included updates on Financial, Library Circulation & Programming, and Technology & Equipment information. Also included was Re-Chartering information with a letter from the Library's lawyer outlining her advice and points of action.
8. *Committee Reports:*
 - a. Budget: None
 - b. Personnel: None
 - c. *Building and Grounds:*
 - i. Outdoor Maintenance: Discussion/planning about this including snow removal was tabled until the next Board meeting. Board members will look into the best ways to manage these tasks.
 - ii. Library staff survey: A brief survey regarding Library updates and renovations was submitted to be distributed to staff members. In addition, patrons will be given the opportunity to provide input.
 - iii. Prioritized list of needs/wants: A Committee of Board members will be working on this.
9. *Unfinished Business:*
 - a. Nioga Trustee Dinner: Several Board members and Diana attended this very nice event.
 - b. Open House: The Library will host an Open House from 1:30 to 3 PM as part of Corfu's 'Autumn in the Village' on Oct.2. In addition, the Library will have a Storywalk for the event.
 - c. M&T Bank updates:

- i. Updating the EIN: This number will be updated/changed and a new W9 signed.
- ii. Updating signers on the account: Angela's name will be dropped; Jessica's name will be added, and Julie's Kristie's and Theresa's name will remain.
- iii. Opening a Capital Improvement Fund: The Board discussed the need to work on establishing one.

10. *New Business:*

- a. Book Sale: Diana reported on the Library's book sale at the Kiwanis Corfu Car show.
- b. Long Term Building and Ground improvement Plan: The Board discussed establishing a committee to help form this plan. Committee members are Kristie, Julie, Jason, Patrick, Angela and Diana. The Committee will meet one time on October 12, before the next Board meeting.

11. The meeting adjourned at 8:07 PM with a motion by Angela; seconded by Julie and carried with all in favor.

The next Board meeting will be an in-person meeting held at the Corfu Library on October 18, 2021.

Respectfully Submitted,

Angela Knisley, Secretary

