

Attendance: Jessica Doktor, Julie Hengenius, Angela Krisley, Jason Long, Kristie Miller, Patrick Weissend

Others: Diana Reding, Library Director

Agenda

1. *Call to Order*: Julie called the meeting to order at 6:35 PM.

2. *Adoption of agenda*: Patrick moved to approve the agenda with the addition of the item regarding the annual review. Jessica made the motion; Kristie seconded and it carried with all in favor.

3. *Approval of prior meeting minutes*: January, 2022 minutes were accepted as they stand.

4. *Period of public expression*: none

5. *Correspondence*: The Board discussed the letter from the NYS Education Department regarding the Library's possible application for an extension of our provisional charter which expires in December of 2022. The Board reviewed what actions, etc. are needed to apply for the extension and will ask NIOGA for additional information and assistance before moving forward on this issue.

6. *Treasurer/Finance Officer's Report*: (Submitted under separate cover). Kristie reported that the information looked accurate. The transfer of monies from the Money Market to the Capital Reserve Fund will be made in the near future.

a. **Motion: To approve the January, 2022 Financial reports as submitted. Kristie made the motion. It was seconded by Jessica and carried with all in favor.**

b. **Motion: To approve payment of the January, 2022 bills as submitted. Jessica made the motion. It was seconded by Angela and carried with all in favor.**

7. *Director's Report*: (submitted under separate cover): Diana reviewed her report which included some financial information, repairs being done to the porch railing, upcoming sexual harassment training and future community events. Also discussed was updating the Library's website and pamphlet. Diana will be contacting people who may be interested/able to perform this task.

8. *Committee Reports*:

a. *Budget subcommittee*: The Board formed a Policy Review Committee with Julie, Jessica and Kristie as committee members. They will review finance and other policies as needed.

b. *Personnel committee*: none

c. *Buildings and Grounds*

i. *Maintenance*: Work is being done to repair the porch railing.

9. *Unfinished Business*:

a. Kristie will move the money from the Money Market to the Capital Fund.

b. Diana will ask for a meeting with NIOGA to discuss current purchasing policies.

10. *New Business:*

a) The Board discussed the Library's Annual Report and its information. MOTION: To approve the Annual Report for the last fiscal year covering 7/2020 to 6/2021. Kristie made the motion. Patrick seconded and it carried with all in favor.

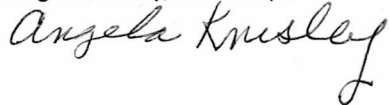
b) Upcoming Trustee Vote in May. Jessica will be running for a second term. Angela is finishing her second (final) term, Kim's position remains vacant. This leaves 2 empty positions that need to be filled. Diana and Julie will communicate this information to the necessary people, notify the public, and arrange for petitions to be available.

c) Discussion on extension of Zoom meetings. The Board will meet via Zoom for the March 21, 2022 meeting and reconsider Zoom vs. in-person meetings after that time.

11. Adjournment: The meeting adjourned at 7: 20 PM. Patrick made the motion. It was seconded by Jessica and carried with all in favor.

Respectfully Submitted,

Angela Knisley, Secretary

A handwritten signature in cursive script that reads "Angela Knisley". The signature is written in black ink and is positioned below the typed name.