WHITESVILLE PUBLIC LIBRARY

MEETING MINUTES – November 16, 2021

1. Meeting called to order at 6:03 In attendance: Karen Smith, Jan Talbett, Rebekah Hixson, Chris Lukacz
2. Public Comment – no public present for comment
3. Minutes October 2021 accepted – motion Rebekah, second Jan passed 3-0
4. Director’s Report
* Craft Class with Patrice Haskell was successful. Will be scheduling another one for December to use adult programming funds.
* Christmas party with Santa scheduled for Dec 10th at firehall. Tentative due to COVID. Will need help with goodie bags.

-Director’s report accepted Motion by Chris, second Jan passed 3-0

1. Fundraisers

-Motion to rescind previous board’s decision to put ALL fundraising amounts toward Gazebo Fund Motion made by Chris, Second by Rebekah passed 3-0

-Motion to put regular fundraising monies $1,544.63 into general fund Motion made by Rebekah, second Jan passed 3-0

-Still $1524.20 in Gazebo Fund

1. Financial

-accept November report Motion Jan, second Rebekah passed 3-0

-Bills - No new bills

-Budget Update

a. Monies left in General Fund: Allegany County Census: $403.79, Senator Young BULLET Aide: $2327.48, Fundraising Money: $1554.63 Total: $3925.90 that could be used to balance 2022 budget

b. Motion made to move $3925.90 from specified to general fund and move amount needed from savings account to balance budget to general fund. Motion made by Chris, second Jan Passed 3-0

-Clarification on large increase in library taxes a few years ago:

Former board member told public it was due to needing a new roof. In actuality, the roof money came from a NYS grant and a CD. Increase in taxes was due to STLS push for increase in book funding and programming to service the community.

1. Maintenance
* Still trying to find company to provide furnace cleaning
* Generator still not in place
* Camera system not set up. Will research QR code and app to link with library computer
1. Policies and Procedures
* Gratuities Policy – Tabled until December meeting

 IX. Old Business

-Record Retention – Got list of Years to retain records from Brian. This will be reviewed and proper fire/water proof boxes identified.

-Canopy – Evonne Bieler was contacted and she would like to donate an EZ up tent to the library. Information on the style we want should be sent to her and she will purchase as a donation.

 X.New Business

 - Copies and Faxes Charge – Black and white copies increase to 20 cents and color

 copies increase to 75 cents Motion by Rebekah, second Chris passed 3-0

 -microfilms of town history belonging to library are currently secured at town hall.

 Machine to use them is in library. Chris will contact Town Historian, Denise Clarke,

 about getting the microfilms back or giving Historical Society machine to use them.

 Next board meeting December 21, 6 p.m.

 Adjourn meeting 7:48 p.m. Motion made by Chris second Rebekah passed 3-0