

BOARD OF TRUSTEES MEETING
Darcy Library of Beulah Via Zoom
December 8, 2020

Call to Order: The regular Board of Trustees meeting called to order at 7:24 PM via a remote Zoom meeting after difficulty with Google Meet. Those in attendance and constituting a quorum were:

Present: Dan Hook, Cathy Hahn, Phil Downs, Dan Schoonmaker, Abby Smith, Debby Laslo

Absent: None

Guest(s): Karen Salyer (Director), Annie Marshall

Approval of Agenda: Downs moved to approve the agenda for the meeting, Laslo supported, and the agenda was approved.

Approval of Minutes From Previous Meeting: Need to be amended as Debby is listed as absent, but was in attendance, proven by supporting several motions at the meeting! Downs moved to approve the amended minutes of November 10, 2020, Laslo supported, and the minutes were approved.

Treasurer's Report (See corresponding documents)

- Financial Statement for the five-month period-ended November 30, 2020
 - Expenditures exceeded revenues by \$32,536 compared to the budgeted amount of \$39,560. Most of the difference was due to grants and gift income and lower catalog and administrative expenditures that were under budget.
 - The deficit will be eliminated once the property tax revenue (around \$60,000) is received in early 2021.
- Bill Approvals
 - Request approval of bills to pay (\$0) and paid (\$6481.45) since the last meeting on November 10, 2020.
- Schoonmaker moved to accept the entire Treasurer's report, Downs supported, and the report was approved in its entirety.

Director's Report (Karen Salyer)

- STEM kits are now available for patrons to check out.
- Many patrons have commented that they are happy that the physical space is open for people to enter.
- Bonnie is on unpaid leave until the partial shutdown order is lifted. She was not comfortable with people coming in at this time.

Committee Reports

Personnel Committee

- Karen will begin receiving a health insurance allowance on January 1, 2021.

Maintenance Committee

- Snow removal set...ready and waiting.

Liaison Report with Friends of the Darcy Library

- No meeting in November

Old Business

- None

New Business

- Revised COVID-19 Preparedness and Response Plan and Addendum
 - Smith moved to approve, Laslo supported, the motion passed.

Other Business

- Bonuses for Staff were proposed by Smith. Discussion followed and it was decided that \$200 per staff member and \$400 for Karen (director) for a total of \$1000 would be given.
 - Smith moved that the Board award a one-time bonus to the library director and staff in appreciation for their work during this COVID-19 pandemic. Hahn supported, the motion was approved unanimously.

Public Comment

- None

Next Meeting: The next meeting is scheduled for Tuesday, January 12 at 7pm. via remote.

Adjournment: Downs moved to adjourn the meeting, Smith supported, the meeting adjourned at 8:05 PM.

Respectfully submitted: Catherine Hahn, Recording Secretary