

**BOARD OF TRUSTEES MEETING**  
**Darcy Library of Beulah Via Zoom**  
**October 21, 2020**

**Call to Order:** The regular Board of Trustees meeting called to order at 7:04 PM via a remote Zoom meeting. Those in attendance and constituting a quorum were:

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

**Absent:** Debby Laslo

**Guest(s):** Karen Salyer (Director)

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

**Consideration of Motion Establishing Rules for Remote Attendance:** Due to Coronavirus pandemic, this establishes rules for remote meetings by board, commission, and committee members and members of the public at meetings

- Downs moved to approve the motion regarding remote meetings, Schoonmaker supported, and the motion was approved.
  - Rules effective immediately and remain in effect until December 31, 2020.

**Approval of Minutes:** Downs moved to approve minutes from September 8, 2020, Schoonmaker supported, the minutes were approved.

**Treasurer's Report** (See corresponding documents)

- Financial Statement for the year-ended June 30, 2020
  - Final report was submitted
- Financial statement for the three-month period-ended September 30, 2020.
  - Expenditures exceeded revenues by \$19,683 compared to the budgeted amount of \$22,975. Most of the difference was due to catalog and administrative expenditures being under budget due to the COVID-19 reduction of hours.
  - Request approval of bills to pay (\$0) and paid (\$8413.12) since the last meeting on September 8.
- Schoonmaker moved to accept the entire Treasurer's report, Downs supported, and the report was approved in its entirety.

**Director's Report** (Karen Salyer)

- Expanded hours are now M, F 12-3, T,Th 12-7, S 9-1
- Approximately 200 people took part in the Haunted Library during the Fall Festival
- Overall, things are running smoothly

## **Committee Reports**

### **Personnel Committee**

- None

### **Maintenance Committee**

- Moore Mechanical completed the fall check
  - Someone needs to make sure that the heat is on in the HVAC room, "Gotta keep it cool!"-DH
- Dan H. will talk with Howard about snow removal for this winter

### **Liaison Report with Friends of the Darcy Library**

- Plan to meet in person in the library
  - Fall Newsletter, Christmas Cookie Sale to be discussed

### **Old Business**

- Board Member to Fill Phil's Position
  - Phil willing to help out as a last resort
- Officer Positions
  - Dan H. needs help, will continue as long as he feels well and is able.

### **New Business**

- None

### **Other Business**

- None

### **Public Comment**

- None

**Next Meeting:** The next meeting is scheduled for Tuesday, November 10, 2020 at 7pm. via Zoom

**Adjournment:** Downs moved to adjourn the meeting, Smith supported, the meeting adjourned at 7:40 PM.

**Respectfully submitted:** Catherine Hahn, Recording Secretary