

Elbridge Free Library  
241 East Main Street  
Elbridge, New York 13060  
January 7, 2021

The Quarterly Business Meeting of the Elbridge Free Library was called to order on January 7, 2021 at 5:00 pm. The following members were present: Cynthia Zainchowski, Camille DiSanza, Kathy Long, Julie Clark, Kathy Norman, Peggy Bennick and Casey Westby. Bob Chestnut attended for a few minutes before the meeting to volunteer his painting services.

The minutes of the October 22, 2020 were read by Kathy Norman. Casey Westby made a motion to accept the minutes as read and Peggy Bennick seconded the motion. The Board unanimously approved.

#### Director's Report

Because of the pandemic, the Library is closed to the public. Curbside service will continue until entry is determined to be safe. No fines will be collected until March.

Camille reported on the total amount of funds the Library had been given in honor of deceased members of the community. Most of the funds will be spent on the new desk scheduled to be installed this week. The remainder may fund shelving and painting.

Fundraising events in the last quarter include The Pumpkin Walk, The Christmas Event and the Quilt Raffle. We also received funds from the Senior Center and the Jordan Community Council.

The Staff is being paid for the actual hours worked, whether they are present in the library or working from home. The Staff is tracking their total hours worked. Sick leave policy was reviewed. Sick leave can accumulate year to year but can only be used while the employee is employed. Sick leave can be taken in 15 minute increments. A webinar will be viewed on January 31, 2021 that will further clarify the policy and include a form to be used to request sick leave.

Mandatory Trustee Training in 2021 will be offered by Dick Strauss. This was postponed in 2020 due to the pandemic. It is hoped it will be rescheduled.

The Little Free Library at Seymour Lofft Park has been cleaned out. It will be restocked as Covid 19 improves in our area.

#### Treasurer's Report

A detailed report will be given at the Annual Meeting on January 21, 2021.

A motion to adjourn the meeting was made by Cynthia Zainchowski and seconded by Peggy Bennick. The motion was unanimously agreed upon.

Respectfully submitted,

Kathleen Norman

