Red Creek Free Library

6817 Main Street

PO Box 760

Red Creek, NY 13143

Board of Trustees Meeting

April 19, 2022

6:00 PM

President, Tina Johnson; Vice President, Bonnie Hall; Treasurer, Virginia Kachurak, Secretary, Jane Stevenson, Heidi Dates, Jodi Rogers, Director: Patti Alexander

Absent: none

Guests: none

1. **CALL TO ORDER:**

Tina Johnson called the meeting to order at 6:06 p.m.

1. **ADOPTION OF AGENDA**

**Motion 22-21**: Bonnie Hall moved to approve the agenda. Heidi Dates seconded and the motion was passed.

1. **PUBLIC EXPRESSION:** None
2. **APPROVAL OF MINUTES**

**Motion 22-022:** Heidi Dates moved to approve the March 8, 2022, minutes. Bonnie Hall seconded and the motion carried unanimously.

1. **TREASURER’S REPORT**
   1. Monthly Financial Report
   2. U. S. Census 2021 Annual Services Report – has been submitted.
   3. NYS-45 Quarterly Report – has been submitted by Paychex.
   4. Employer’s Quarterly Federal Tax Return 941 for 2022 –has been submitted by Paychex.
   5. Assistant Treasurer – training continues.
2. **DIRECTOR’S REPORT**
   1. Presented by Patti Alexander (see attached)

**Motion 22-23:** Jodi Rogers moved to approve G & G Animals program in the amount of $250 per hour for the Summer Reading Program. Heidi Dates seconded and the motion was carried unanimously.

1. **OLD BUSINESS:**
   1. **Feasibility Study by an Architect:** Patti has received several quotes. Will continue to work on getting more quotes.
   2. **Survey**: Send a registered letter to Jon Erik Svereika 30 days to do the survey. If survey is not done by then, he will forfeit his fee and we will look for another surveyor.
   3. **Construction Grant update:** Paperwork has been submitted. Waiting for approval.
   4. **Policy 1.2.1 Selection of Library Materials:**

**Motion 22-24:** Jodi Rogers moved to approve, as written. Bonnie Hall seconded and motion was carried unanimously.

* 1. **NYLA Trustee Information:** No trustees have received any information yet.

1. **NEW BUSINESS**:
   1. **Heating Issue – Rental Area:** J. W. Young was called to fix a heating and cooling issue in the rental area. It was determined that a relay switch needs to be replaced. A new switch has been ordered. In the meantime a switch was moved from an unused area to the rental area.
   2. **Annual Report:**

**Motion 22-25:** Bonnie Hall moved to accept the Annual Report. Jodi Rogers seconded and motion was carried.

* 1. **Red Creek School Budget Meeting:** The Library has been invited to speak at the meeting to explain why we need a tax increase. Meeting is scheduled for May 3 at 7:00 p.m. Tina Johnson will speak. Anyone else that would like to come are invited.
  2. **Homestead Construction:** Patti called them to give us quotes on the back door, front bay window, and employee bathroom. Have not received any quotes yet.
  3. **Fine Free:** Will go fine free beginning June 1st. Will also wipe clean any outstanding fines. This does not include damaged or lost book fees.

1. **PUBLIC EXPRESSION**: None
2. **NEXT MEETING** – May 10, 2022 at 6:00 p.m.
3. **ADJOURNMENT**

**Motion 22-26:** Bonnie Hall moved to adjourn the meeting. Jodi Rogers seconded and the motion carried unanimously. The meeting adjourned at 7:07 p.m.

Respectfully submitted,

Jane M. Stevenson