



**Marcellus Free Library
Board of Trustees' Meeting
December 8, 2022 @ 7:00 PM
Minutes**

- ✓ Meeting Call to Order 7 PM.
 - **Trustees present:** Beth Anne Piper (President), Pat Dailey (Treasurer), Katie Reilly, Martha Fiacchi (Secretary), Shane Ventura, Shawn Gillen-Caryl, Kathryn Dennis, Penny Anderson, Michelle Hubbard
 - **Also present:** Sophia Brandt (Acting Director), Sara Randolph (Staff), Jackie Smith and Michele Merwarth (Friends of MFL), Steve Kankus

- ✓ Additions/Changes to Agenda: none

- ✓ Review and Approval of Minutes from November 10, 2022
Approved. Motion to approve Shane Ventura 2nd Beth Anne Piper

- ✓ Director's Report. Presented by Sophia

- ✓ Committee Reports
 - Friends: Jackie Smith for Friends. Holiday Open House was a success. 8 volunteers from the Friends provided support and other members attended. Current membership is 147. 18 members attended the last meeting in person. Friends decorated the Library. They obtained new wreaths and new trees. Jim Shake filled the 99.8 for the Friends. Working to shift focus on library advocacy. Provided members a form letter to write to congress re funding libraries. The gift giving book sale is going well. Will undecorate library in January. 59 boxes of books left over from the recent book sale were donated to World Books. Friends will start taking new donations on 010623. Next meeting 012523.

 - Finance: Financials were reviewed per Pat Dailey. Tabled approval of budget pending review of the Wage increases and PTO issues.

 - * Nominations: Kathryn Dennis. Meeting with new board member applicant on Saturday. Suggested he attend the January meeting to be voted on.

 - * Development: Katie. Donations are coming in re the fund raising letter campaign. Letters have all been mailed. Looking to continue to received donations into January 2023.

 - *Building and Maintenance. Shane Ventura. Pavers are in. There is a punch list and the contractor will be here week of 121222 to review.

There is a hold up re the gazebo as the drip edge is back ordered. They will discuss another type of edge but may take until spring to install. Electrical work is done.

*Personnel/Policies Michelle Hubbard. Confirmed that committee met to discuss options to changes in salary and PTO benefits. Will address in closed session.

- New Business
 - Discussion and vote on the 2023 Board Meeting Dates. Reviewed proposed dates which will remain the first Thursday of the month unless the 1st to the 3rd. Motion to approve Pat Dailey. 2nd Katie Riley. Approved unanimously.
 - Annual Meeting Plans-January 26, 2023 Discussed tentative Annual Meeting Agenda. At this time will not plan on guest speaker. General agenda as proposed by Sophia was approved subject to further discussion and preparations.
- Questions/Comments from the Public: None

Board then moved into Executive Session per Motion by Beth Anne Piper to discuss PTO Policy and seconded by Pat Dailey.

Adjourned 9:11pm

**Marcellus Free Library
Board of Trustees'
Ad Hoc Meeting
December 14, 2022 —7:00 PM
Minutes**

Trustees present: Beth Anne Piper (President), Pat Dailey (Treasurer), Shane Ventura, Shawn Gillen-Caryl, Kathryn Dennis

Also present: Sophia Brandt (Interim Director), Steve Kankus

Meeting Called to Order by Beth Anne Piper at 7:08 PM.

- **Vote to approve wage increases, updated PTO Policy, Library Holiday Schedule** Motion made by Shawn Gillen-Caryl. Motion seconded by Pat Dailey. Motion unanimously approved.
- **Vote to approve 2023 Budget Proposal** Motion made by Pat Dailey. Motion seconded by Shawn Gillen-Caryl. Motion unanimously approved.
- **Adjournment.** Motion to adjourn meeting made by Beth Anne Piper. Motion seconded by Shane Ventura. Motion unanimously approved. Meeting adjourned at 7:45 PM.

Minutes recorded by: Shane Ventura

**Next Board Meeting Date
January 26, 2023**