

SINCLAIRVILLE LIBRARY BOARD MINUTES

November 17, 2021

OPENING: Jeff Embury called the meeting to order on November 17, 2021 at 6:06 PM with reciting the Pledge of Allegiance.

PRESENT: Gail Dragich, Beth Hadley, Jeff Embury, Leslie Pascoe, Betty Jean Ridout, Roz Newton, Larry Barmore, and Bill Newton.

MEMBERS ABSENT: Darla Frost-Kianos

APPROVAL OF MINUTES: The October 27, 2021 minutes were approved. Moved by Larry Barmore and seconded by Leslie Pascoe.

FINANCIAL REPORT: The October 27, 2021 report was tabled for the next board meeting to be held on January 26, 2022. Treasurer Darla Frost-Kianos was not in attendance. Moved by Roz Newton and seconded by Lisa Greeley.

MANAGER'S REPORT:

1. The manager's report was reviewed, and issues were discussed.
2. The proposed list of Sinclairville Free Library's closed days for 2022 are:
 - January 1 News Year Day
 - January 17 Martin Luther King, Jr Day
 - February 21 Presidents Day
 - April 16 Easter
 - May 30 Memorial Day
 - July 4 Independence Day
 - September 5 Labor Day
 - October 10 Columbus Day
 - November 11 Veteran's Day
 - November 24-26 Thanksgiving
 - December 24-26 Christmas
 - December 31 New Year's Eve
3. A motion was made to accept the library's closed dates for 2022. Moved by Betty Jean Ridout and seconded by Gail Dragich.
4. Manager's report was approved. Moved by Gail Dragich and seconded by Roz Newton

STRATEGIC PLAN COMMITTEE: No Report

POLICIES AND PROCEDURES COMMITTEE:

1. A new policy concerning the rules of conduct for an open board meeting needs to be implemented.
2. Gail Dragich will draft a copy of the policy for approval at the January 29, 2021 board meeting.

SPECIAL COMMITTEE REPORTS: No Report

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WAYS AND MEANS COMMITTEE: No Report

BUILDINGS AND GROUNDS COMMITTEE:

1. Outside lights are working on the timer.
2. Jeff Embury will look into upgrading the interior lighting.

GRANT COMMITTEE: No Report

OLD BUSINESS:

1. Revised Appeal Letter was handed out to all trustees. Jeff Embury and Beth Hadley will see to the printing and mailing of the letter.

NEW BUSINESS:

1. Lisa Greeley will replace Gail Dragich as secretary at the January board meeting.
2. Leslie Pascoe has resigned her position as trustee starting at the January board meeting.
3. The following are the members and officers of the Sinclairville Free Library Board for 2022:

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| • President | Jeff Embury |
| • Vice President | Bill Newton |
| • Treasurer | Darla Frost Kianos |
| • Secretary | Lisa Greeley |
| • Trustee | Larry Barmore |
| • Trustee | Betty Jean Ridout |
| • Trustee | Roslin Newton |

4. A motion was made to accept the slate of officers and trustees for the 2022 Sinclairville Free Library Board. Moved by Larry Barmore and seconded by Betty Jean Ridout.

ADJOURNMENT: The meeting was adjourned at 6:40 PM. Moved by Larry Barmore and seconded by Lisa Greeley. The next meeting will be held on January 26, 2022 at 6:00 PM in the library.

Minutes submitted by: Gail Dragich