

## SINCLAIRVILLE LIBRARY BOARD MINUTES

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October 27, 2021

OPENING: Larry Barmore called the meeting to order on October 27, 2021 at 6:02 PM with reciting the Pledge of Allegiance.

PRESENT: Gail Dragich, Beth Hadley, Darla Frost-Kianos, Betty Jean Ridout, Roz Newton, Larry Barmore, and Bill Newton.

MEMBERS ABSENT: Jeff Embury, Leslie Pascoe

APPROVAL OF MINUTES: The September 29, 2021 minutes were approved. Moved by Roz Newton and seconded by Darla Frost-Kianos.

FINANCIAL REPORT: The September 29, 2021 report was reviewed and approved. Moved by Darla Frost-Kianos and seconded by Bill Newton.

### MANAGER'S REPORT:

1. The report was reviewed, and issues were discussed.
  - a. Sexual Harassment Training has been completed by all staff, trustees and volunteers.
  - b. For those who cannot attend the online review of the Trustee Handbook, please read the handbook and fill out the form given.
2. Manager's report was approved. Moved by Gail Dragich and seconded by Betty Jean Ridout

### STRATEGIC PLAN COMMITTEE:

1. Our strategic plan is still current but will need to be reviewed in 2022.
2. Lisa Greeley will join this committee with Beth Hadley, Larry Barmore, Jeff Embury and Darla Frost-Kianos.

POLICIES AND PROCEDURES COMMITTEE: No Report

SPECIAL COMMITTEE REPORTS: No Report

### WAYS AND MEANS COMMITTEE:

1. The library book sale held on October 7, 2021 yielded \$391.00.
2. Cathy Obert's painted rocks earned \$30.00 for the library.
3. If there is an interest in purchasing books, a table has been set up to extend the sale of books. Monies will be collected at the desk.

BUILDINGS AND GROUNDS: No Report

GRANT COMMITTEE: No Report

### OLD BUSINESS:

1. Last years Appeal Letter was handed out to all trustees
2. Trustees were asked to review the letter, note changes, and bring them to the November 17, 2021 meeting in order to discuss and make the necessary changes.

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NEW BUSINESS:

1. Gail Dragich mailed her resignation to Jeff Embury for resigning her position as secretary and trustee. She will remain till the end of the year in her current position. Gail Dragich also turned in her library keys.
2. Library grant money was received for the upgrade of the furnace.
3. PPP loan was awarded forgiveness in the amount of \$6,990.00.
4. The library received our construction grant from NYS in the amount of \$6,247.00.
5. Handicap parking spaces need to be moved to the back-parking lot.
6. An executive meeting motion was made by Darla Frost-Kianos and seconded by Betty Jean Ridout at 6:45.
7. The Sinclairville Board meeting was recalled into session at 6:50. Moved by Lisa Greeley and seconded by Gail Dragich
8. A motion was made by Darla Frost-Kianos and seconded by Lisa Greeley to approve the salaries for the 2022 budget.

ADJOURNMENT: The meeting was adjourned at 6:57 PM. Moved by Bill Newton and seconded by Betty Jean Ridout. The next meeting will be held on November 17, 2021 at 6:00 PM in the library.

Minutes submitted by: Gail Dragich

*Approved November 17, 2021*