

FLOYD MEMORIAL LIBRARY  
Minutes of meeting on 6-7-21

Members present: Melina Angelson, Miriam Foster, Rosemary Gabriel, Buffy Hartmann, Jurgen Riehle, Peter Sacks, Nadira Vlaun and Director Thomas Vitale

Absent: none

The Board meeting was called to order at 6:12 PM for our first meeting this evening.

The minutes of May 3, 2021 were approved on motion of 1) Melina Angelson and 2) Jurgen Riehle, unanimous.

Treasurer's Report:

Treasurer, Melina Angelson, presented the report. We are staying within our budget and our finances look good. As this is Melina's last meeting, she had some suggestions for how we may want to carry out our finances. Certain payments are routine, and amounts set, and as opposed to writing checks each month, we should setup automatic payments. For example, payments to TIAA and health insurance fit this. As has been discussed previously, we should not prepay for services but wait till events occur. There was also a recommendation to have two signatures on physical checks moving forward, as best practice for auditing purposes.

There was a motion to accept the report and pay all bills by Peter Sacks seconded by Rosemary Gabriel, unanimous vote. The treasurer's reports were accepted and filed for audit.

Communications: We had two communications. 1) The estate of Doris Schimatz had over \$1 million dollars, but it will probably be months before the estate is settled and it is unknown how much the library will receive. 2) We received a \$100 donation in remembrance of Lucy Diehl.

Director's Report:

Presented by Director Vitale. To save time, Tom relied on the written report and asked if there were questions. Peter Sacks asked if there was any more news about a new library trustee from East Marion/Orient to replace Melina. In discussions we were informed that Dianne Mulvaney is willing to come back on the board. Also, Glynis Berry has shown interest. It was discussed that if both candidates were willing to join the board that we would amend our bylaws and increase our number of board members.

Committees:

*Finance + Budget-* As in the treasurer's report, all is well.

*Building* – A walk around to look at the state of the building still needs to be done. Since it would be difficult to have work done in the summer, the walk around will be performed in the fall. Routine maintenance is to be done.

*Grounds + Garden* – The committee walked through the garden with Oswaldo. Ivy will be removed from the building and areas such as around the compressors will be attended to. Oswaldo will now do the mowing early on Thursdays so as not to disturb programs.

*Policy.* Tom has suggested that our policy on Pensions be revised to say Retirement Savings Plan in all places that currently use the word pension. The use of pension is incorrect in that we do not offer a real pension but use 403 (b) plans. Additionally, the use of TIAA/CREF should be changed to TIAA as the company has changed its name. These suggestions were accepted by the board and will be voted on at our next meeting.

*Personnel* – Our two new hires, librarian Mathew Sill and Library Experience Specialist Daaimah Buffins are settling in and doing a good job.

Old business: none

New business: There have been questions about the parking spaces in front of the library and this parking is municipal parking and not controlled by the library. Neighbors of the library who want to park there will be informed. Tom asked for clarification of our mask policy and as of now we will adhere to CDC policy. Wearing of masks will be up to individuals and library personnel will not be involved. A library patron asked about being able to make an anonymous gift to the library to support the monthly poem program. An honorarium could be given, and the patron will be advised to discuss this gift with our director.

At 7PM we went into Executive Session to discuss personnel issues.

At 8 PM we came out of executive session.

Meeting was adjourned at 8 :01 PM so we could start our Annual Meeting.

Respectfully submitted,

Peter Sacks, Secretary