

Trustee Meeting

Marion Public Library
Board of Trustees

2/15/22

Meeting Minutes

The meeting was called to order at 7:06pm by Priscilla Flack. Those in attendance were Irene Hansen, John Bovet, Kerry Sargent, and Tracy Whitney

The 1/18/22 meeting minutes were read, motion to accept made by Irene Hansen, seconded by Priscilla Flack and the motion carried.

The operating statement date 1/31/22 showed a balance of 176,783.00. Motion to pay the library bills in the amount of \$5,870.43 was made by Kerry Sargent, seconded by Priscilla Flack and the motion carried.

Manager's Report

- The toilet upstairs needed its pressure tank replaced. Matt Burgio came to fix it. Cost was \$383.00
- Tracy attended a meeting that was promoting Social Network for Kids and Tweens. Tracy is considering offering that course during spring break or over the summer.
- Working on cleaning out the "book" room to make a work space for the laminator and die cutter. Possibly a Marion High School student may come and help assemble the shelves and help shredded old documents for volunteer hours.

Old Business

- Back door is still not installed-Town of Marion is going to pursue quotes from another contractor to get the door installed.
- Julie Stryker's term will begin in March 2022

New Business

- Reviewed record retention policy. We will get clarification on what is kept for us by the Town of Marion and what is kept on site in the library. Look into possibly converting the paper files to digital. We will revisit at the next meeting.
- Reviewed the PPE policy and have decided to update based on the NYS guidelines making masks optional. With the same language that this could be updated based on a change in guidelines and infection rates.

Next Meeting The next meeting will be March 15th, 2022 at Jenny's House

Motion to adjourn the meeting made by Kerry Sargent at 8:27pm, seconded by Priscilla Flack.

Respectfully submitted,
Kerry Sargent