

Apalachin Library Association - Board Meeting Minutes

Monthly Meeting

January 17, 2023

Call to Order: Meeting called to order at 6:17 PM by Danielle Berchtold. In attendance were Trustees - Garry Christensen, Sue Legg, Gina Hernandez, Jerry Ward, Director – Tracy Savard, and Maintenance staff, Steve Ingardia.

Excused - Donna Shofkom, Perry Pierce

Announcements:

1. 2023 Meeting Dates: Feb 21, Mar 21, Apr 18, May 16, Jun 20, Jul 18, Aug 15, Sep 19, Oct 17, Nov 21, Dec 19

Agenda/Minutes:

December Minutes adopted by the Board.

Updates:

1. **Welcome to New Director, Tracy Savard** – The Board welcomed Tracy, and she gave an update on her background as a previous Library Director at the Watkins Glen Public Library and as a Librarian at the Rakow Research Library.
2. Move to elect Garry Christensen to Board term January '23 – December '25: Gina motioned, Dani second, all in favor, unopposed.
Treasurer's Report – Sue reported a surplus. The referendum money was received for this year, and the December end of year report from last month's meeting is still available for review.
3. **Maintenance Report** – Steve reported on several roofing quotes to repair water damage to the roof including a full and partial replacement from two different companies. The Board will review these proposals and discussed moving forward with the roof repairs to preserve the building and our assets. There were a couple of questions about the quotes. Steve will contact Laman Jr. Construction and will follow up. Funds are available to pay for the repairs, based on the quotes that were provided for the partial replacement. Garry motioned to approve the Laman Jr. Construction bid for repairs for the partial replacement, Jerry second, all in favor, unopposed.
4. **Friend's Report** – No report this month. The group will next meet on Monday, January 23. A focus of this meeting will be clarity around the Sustainable Shelving program.
5. **Director's Report** – Tracy reported more donations from the Annual Appeal, continued success for story time with high attendance numbers. Book clubs continue to meet this month, and yoga has started back up on Tuesdays. Souperbowl event will return this year, and this month's featured author at the Library is Lorna Landvik. Tracy also attended her first FLLS Member Support meeting, as well as training with FLLS reps Sarah Glogowski and Jenny for further

Director and Polaris training. Tioga County Tax-Aide Program will provide income tax preparation services at no cost, and there has already been a large demand for appointments.

Old Business

1. Vote on slate of Executive Board positions for 2023 - Sue motioned to approve, Jerry seconded, none opposed, all in favor and the slate of positions was unanimously approved for 2023.
2. Updated Trustee Contact List – Trustees reviewed contact information and updated this for 2023. The list will be distributed to the group and is available upon request.

New Business

1. **Conflict of Interest sign off** – Trustees annually review and sign this form.
2. **Sexual Harassment Training** – This should be completed by all Trustees by the February meeting. Gina will resend this link to Trustees for review and completion.
3. **Vote on bylaws** – These were updated to include update to the Education Law language, as well as Art. 5, regarding former employee being unable to join the Board for a period of 5 years following their employment. Jerry motioned to approve the Bylaws with these amendments, Garry seconded, all in favor and none opposed – the Bylaws are unanimously approved with these changes.
4. **Board Thank you for Cathy Sorber** – Gina will meet with library staff to gather ideas and present recommendations to the Board at the February meeting for a thank you from the Board for former Director, Cathy Sorber.
5. **January Trustee Newsletter** – a link to this was provided by Director, Tracy to Trustees for review.

Period for Public Expression

Executive session – Not needed this month

Items for Future Meetings - None

Meeting Adjourned: Meeting was adjourned at 7:20 pm.

A training was provided for the Board from the Finger Lakes Library System, counting toward the Trustee education requirement for the year.