

Board of Commissioners Regular Meeting

July 22, 2021

1. **CALL TO ORDER:** The meeting was called to order by Commissioner McHale at 9:04 a.m.

2. **ROLL CALL:**
Commissioners Present: Nicole McHale, Vice Chair
Sandy Zahorchak, Treasurer
Linda Uhler, Secretary
Susie Holly
Barbara Ruben
Roy Gibson - virtually
Melanie Congress, Chair
Excused:
A physical quorum is confirmed.
Staff Present: Margaret Mohundro, Executive Director
Cathy Cameron, Clerk

3. **SETTING OF AGENDA:** The Agenda was set as presented.

4. **PUBLIC COMMENT:** None.

5. **STAFF RECOGNITION:** Staffers Cathy Cameron and Duane Shaffer were recognized by the Board for fifteen years of service to the Library.

6. **SECRETARY'S REPORT:** Commissioner Uhler presented the Minutes from June, 24, 2021 Regular Board Meeting, which were approved as presented.

7. **TREASURER'S REPORT:** Commissioner Zahorchak reviewed the June, 2021 financial reports for the Board. Of note, cash is down as expected this time of the year most of the tax revenue has been received for the current fiscal year; vacation accruals indicate that staff need to schedule vacations; depreciation will be calculated at fiscal year-end; timing issues noted in some area with Covid having an impact on the year to date expenses. Financial reports will be held for audit.

8. **PRELIMINARY BUDGET 2021-2022 PRESENTATION:**
The Preliminary Budget 2021-22 was presented by Executive Director Mohundro and Clerk Cameron. Discussion was heard including: increase in home values; increase in cost of living, inflation; keeping slippage rate at 4%; keeping millage rate at current rate of .000435; line by line review of items; capital outlay items; adding back two part-time positions which is included in the budget calculation; review of SEP which is presently capped by the Board and how it will impact staff as additional employees become eligible. Budget discussion will continue.

A motion was made by Commissioner Uhler seconded by Commissioner Ruben approving the Preliminary Millage Rate 2021-2022 of .000435 (.4350 mills). The motion was approved unanimously by voice vote.

*Votes were recorded as follows: Yes: Commissioner Ruben, Commissioner Uhler, Commissioner Holly, Commissioner Zahorchak, Commissioner McHale
No: none*

Not Counted, Yes: Commissioner Gibson (remote)
Absent: Commissioner Congress

- 9. BOARD POLICY DISCUSSION:** Director Mohundro provided copies of the Board Policies as updated.

A motion was made by Commissioner Uhler, second by Commissioner Ruben approving the Board Policy Updates as presented. The motion was approved unanimously by voice vote.

Votes were recorded as follows: Yes: Commissioner Ruben, Commissioner Uhler, Commissioner Holly, Commissioner Zahorchak, Commissioner McHale

No: none

Not counted, Yes: Commissioner Gibson (remote)
Absent: Commissioner Congress

- 10. DIRECTOR'S REPORT:** Executive Director Mohundro highlighted Library activities for the Board, including: Library is beginning to open up more and expects to phase out Contactfree Curbside pickup by end of September 2021 and to begin booking meeting rooms and ease up on mask-wearing while maintaining extra cleaning and sanitizing; Reading for Others – Summer Reading Program is breaking records with participants and earning books for children at Golisano Children's Hospital; Mystery photo from Archives was posted on Facebook by Staffer Maureen Tesoro receiving a lot of suggested names for who is in the photo; Chamber Luncheon was attended by Youth Librarian Deanna Evans and Archivist/Cataloger Betty Anholt in July; Computer labs are back at full capacity.

- 11. FOUNDATION UPDATE:** Commissioner Uhler, who acts as Liaison between Library Board of Commissioners and Library Foundation Board of Directors, advised that the Foundation will hold a meeting on Monday, July 26, 2021.

- 12. ADJOURNMENT:** Commissioner McHale adjourned the meeting at 11:51 a.m.

Upcoming Meeting Dates:

Thursday, August 26, 2021 @ 9:00 A.M.

Thursday, September 16, 2021 @ 3:00 P.M.

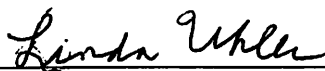
Thursday, October 28, 2021 @ 9:00 A.M.

Thursday, November 18, 2021 @ 9:00 A.M.

Thursday, December 16, 2021 @ 9:00 A.M.

Tentative Budget Hearing: Friday – September, 3, 2021 @ 5:01 P.M.

Final Budget Hearing: Thursday, September 16, 2021 @ 5:01 P.M.



Linda Uhler, Secretary
/cac