

Isaac C. Griswold Library
Board of Trustees Meeting
March 10, 2020
6:30PM

Call to Order

Approval of February 11, 2020 Board Meeting Minutes

Treasurer's Report

Vote to Pay Bills

Director's Report

Old Business

Estimate for Construction Grant

Job Description for Library Director

New Business

Next Board Meeting will be held on April 14, 2020 at 6:30PM

Adjournment

Isaac C. Griswold Library Board Meeting
March 10, 2020 at 6:30PM

PRESENT: Patti Abbott, Marsha Ross, Annette Parrott, Karen Paddock, Stephanie LaChapelle, Ann Keys, Mary Terry

MINUTES: Motion made by Annette Parrott, seconded by Mary Terry to approve the minutes of the February 11, 2020 meeting, all voting in favor.

TREASURER'S REPORT: The Treasurer's Report with a balance of \$23,373.93 as of March 9, 2020 was reviewed. Motion made by Stephanie LaChapelle, seconded by Marsha Ross to accept the Treasurer's Report, all voting in favor.

BILLS: The monthly bills were reviewed. Motion made by Annette Parrott, seconded by Mary Terry to pay the bills, all voting in favor.

Motion made by Ann Keys, seconded by Annette Parrott to pay all standard bills prior to Board approval on a weekly basis, all voting in favor.

A letter from the Internal Revenue Service was received stating that an additional 60 days was needed before the Library would receive an answer regarding the abatement of the penalty for the late filing of the 990 form.

DIRECTOR'S REPORT: Tiffany Fenton would like to start up the Lego Club on Tuesdays from 4:30pm-5:30pm. Motion made by Karen Paddock, seconded by Marsha Ross to allow Tiffany Fenton to have the Lego Club at the Library, all voting in favor.

Karen Gordon will look into updating the Library's website. The Annual report was submitted to New York State. The Library received a \$5,000.00 construction grant.

Motion made by Stephanie LaChapelle, seconded by Marsha Ross to authorize Patti Abbott to sign the Joint Automation agreement with SALS, all voting in favor.

The Board discussed the job description and Want Ad for the Library Director position.

Motion made by Ann Keys, seconded by Mary Terry to approve the following Board Officer positions: Co-Presidents - Patti Abbott and Marsha Ross; Treasurer - Karen Paddock; Secretary - Stephanie LaChapelle, all voting in favor.

Motion made by Stephanie LaChapelle, seconded by Karen Paddock to adjourn the meeting at 7:46PM, all voting in favor.

The next meeting will be held on April 14, 2020 at 6:30PM.