

**Reed Memorial Library
Carmel, NY**

Minutes: July 7, 2021

Meeting called to order at: 5:02 p.m.

Present: Jeanne Buck, Cindy Katz, Al Stedina, Loretta Burke, Kate Mackie, Carla Taylor, Peter Katz, Vickie Causa (via phone conference)

Minutes: A motion to accept the minutes from the June 2, 2021 meeting was made by Cindy Katz, second by Peter Katz. All in favor, motion carried.

Financial Report: Al Stedina reviewed the financial report and noted that all is in order. A motion to accept the financial report was made by Al Stedina, second by Kate Mackie. All in favor, motion carried

Audit Claims: A motion to accept the audit claims was made by Al Stedina, second by Kate Mackie. All in favor, motion carried.

Director's Report: Jeanne reported on library programming, the summer reading program and story time. The Community Puzzle program unveiling and reception will be on July 11, 2021 from 2:00-4:00 p.m. Youth services library assistant permanent placement. Roof project bid is due back prior to the August board meeting.

Old Business: Two seats for Reed Library trustees will be announced in a press release to be published July, 2021. Petitions will be made available at the August 4, 2021 Board of Trustees Meeting.

New Business: Discussion on how the sign outside the library should look. Jeanne is working with local sign companies. In gratitude of her service to the library, a motion to grant Robin Minello an additional 5 days of Personal Time Off for 2021 was made by Cindy Katz, second by Kate Mackie. All in favor, motion carried. A motion to accept the Service to Disabled Patrons Policy was made by Carla Taylor, second by Cindy Katz. All in favor, motion carried. A motion to accept the Patron Code of Conduct Temporary Addendum with amendments was made by Cindy Katz, second by Kate Mackie. All in favor, motion carried.

Adjournment: A motion to adjourn the meeting was made by Cindy Katz, second by Kate Mackie. All in favor, motion carried. Meeting adjourned at 5:44 p.m.

The next Board Meeting: August 4, 2021 at 5:00 p.m. in the Reed Memorial Library.

Submitted by: Loretta Burke

Forwarded on: August 8, 2021