

**Reed Memorial Library
Carmel, NY**

**Board of Trustee Meeting Minutes: March 2, 2022
5:05 p.m.**

Meeting called to order at:

This was a virtual meeting.

Present: Jeanne Buck, Cindy Katz, Loretta Burke, Peter Katz, Vickie Causa, Carla Taylor, Theresia Gillette

Absent: Kate Mackie

Review Minutes:

- A motion to accept the minutes of the February 2, 2022 meeting was made by Vickie Causa, second by Carla Taylor. All in favor, motion carried.

Financial Report: Peter reviewed the financial report for all and noted that all is in order.

Audit Claims:

- A motion to accept the audit claims was made by Peter Katz, second by Vickie Causa. All in favor, motion carried.

Director's Report: Jeanne reported on programming, building repairs, specifically the front door renovation and grant adjustment. Noted the PCLA spring meeting on 5/24/22 at the Mahopac Library at 6:30 p.m. and donations received by the library.

Old Business:

- A motion to amend the Mandatory Vaccination Policy to read “the Library will follow local and government guidelines until further notice.” was made by Carla Taylor, second by Loretta Burke. All in favor, motion carried.
- The MHLS Trustee visit will be tabled either until the April Board Meeting or until we hold an in-person meeting.

New Business:

- A motion to accept repairs to the front door, front door hardware and front wall structure at \$108,000.00 was made by Cindy Katz, second by Loretta Burke. All in favor, motion carried.
- A motion to accept the NYS Annual Report was made by Carla Taylor, second by Vickie Causa. All in favor, motion carried.
- A motion to the Temporary Addendum to the Patron Code of Conduct to read “mask wearing is optional” was made by Carla Taylor, second by Cindy Katz. All in favor, motion carried.
- A motion to accept the Open Meeting Law Policy was made by Cindy Katz, second by Vickie Causa. All in favor, motion carried.
- A motion to accept the Confidentiality of Patron Records was made by Carla Taylor, second by Loretta Burke. All in favor, motion carried.

- **Board Vacancy:** A Board Vacancy for VP of Finance caused by Peter Katz resignation effective 3/3/2022. An interim VP of Finance will be in place until a permanent appointment can be made. Tabled to the April Board Meeting.

Adjourn: A motion to adjourn was made at 5:46 p.m. by Terri Gillette, second by Carla Taylor. All in favor, motion carried.

The next Board Meeting: April 6, 2022 at 5:00 p.m. in the Reed Memorial Library with the option to hold a virtual meeting.

Submitted by: Loretta Burke
Forwarded on: March 6, 2022