

Mt. Morris Library Board Minutes

Monday, December 6, 2021

6 PM

Meeting called to order at 6:05 by Stephanie Gehrig

Trustees present: Stephanie Gehrig, Joanne Privitera, Gary Moore, Jon LaDelfa, Chuck DiPasquale, Colleen Proctor, and Chad Young

Trustees absent: none

Others present: Kelly Deltoro-White

Secretary's Report *

- Motion to accept by Joanne Privitera, 2nd by Jon LaDelfa - Carried

Treasurer's Report *

- Motion to accept preliminary 2021-2022 budget by Gary Moore, 2nd by Joanne Privitera - Carried

Director's Report

Old Business

- The new mailbox is up
- Stephanie will ask Tim Howe about installing an outside security light
- Kelly will get an estimate to move one camera from inside to outside near backdoor
- Water in Basement
 - Dripping from sewer pipe - Gary patched and pipe is OK for now
 - Stephanie will contact Tom Hillier to see if he'd be interested in being an emergency contact
- Scott Bova. Kelly emailed him about payment and getting our property back on November 11, copying Stephanie and Gary. Scott Bova has not responded - Stephanie will follow up with an email

New Business

- Basement mold
 - Kelly and her mother cleaned out the furnace room and area directly outside the room
 - Stephanie will purchase a gift card for Carol Deltoro
- December Facilities meeting at PL-S
 - Kelly attended via Zoom as long as she could before our meeting. She'll go back and view the meeting recording at a later date
- Creation of Youth Services Coordinator - motion to create the position and appoint Dawn Crawford as Coordinator made by Jon LaDelfa, 2nd by Gary Moore - motion carried
 - The rate of pay will be an increase of 3% plus \$1.00/hour
- 2022 Board Meeting Calendar
 - Annual Meeting: Sunday, January 30th at 6 PM with the regular meeting to follow
 - Regular Meeting dates: March 14th, May 9th, June 13th, July 11th, September 12th, November 14th, and December 12th - all meetings begin at 6:00 PM

- Approval of policies
 - Business Record and Document Retention Policy: motion to accept by Gary Moore, 2nd by Jon LaDelfa - motion carried
 - Confidentiality Policy: motion to accept by Gary Moore, 2nd by Colleen Proctor - motion carried
 - Conflict of Interest Policy: motion to accept by Gary Moore, 2nd by Chad Young - motion carried
 - Disaster Policy: motion to accept by Joanne Privitera, 2nd by Chad Young - motion carried
 - Disaster Plan: motion to accept by Chad Young, 2nd Joanne Privitera - motion carried
 - Discrimination and Harassment Policy: motion to accept by Joanne Privitera, 2nd by Colleen Proctor - motion carried
 - Equal Employment Opportunity Policy; motion to accept by Gary Moore, 2nd Chad Young - motion carried
 - Library Mission Statement: motion to accept by Gary Moore, 2nd by Colleen Proctor - motion carried
 - Loan Policy: motion to accept by Joanne Privitera, 2nd by Chad Young - motion carried
 - Public Access Computer Use Policy: motion to accept by Gary Moore, 2nd by Joanne Privitera - motion carried
 - Regulations Governing Use of Library by the Public Policy: motion to accept by Jon LaDelfa, 2nd by Gary Moore - motion carried
 - Request for Reconsideration of Library Material: motion to accept by Gary Moore, 2nd by Colleen Procter - motion carried
 - Rules for Use of Meeting Room: motion to accept by Joanne Privitera, 2nd by Gary Moore - motion carried
 - Whistleblower Policy: motion to accept by Gary Moore, 2nd by Chad Young - motion carried

Programming Updates

- Gary has incentive ideas for Summer Reading participants

Other items:

- Friends' Group had two meetings - trying to revitalize itself

Motion to Adjourn at 7:38 PM by Jon LaDelfa, 2nd by Gary Moore - motion carried

Annual Meeting: **SUNDAY, January 30** at 6 PM with Regular Board Meeting to follow