

Canastota Public Library Board of Trustees Meeting

January 21, 2021

Members Present: Jean Boland, Lynne Gaglianese, Gloria Phillips, Arthur Lelio, Eric Snyder

Others Present: Elizabeth Metzger, Director

1. **Call to order:** Meeting was called to order by Lynne Gaglianese at 6:03pm.
2. **Minutes:** **Motion to accept the December 17 meeting minutes** was made by Jean Boland, seconded by Eric Snyder. **Motion was approved.**
3. **Treasurer's Report:** A) Report of financial results through December 2020 was reviewed. **Motion to accept the treasurer's report** was made by Art Lelio, seconded by Gloria Phillips. **Motion was approved.**
B) **Monthly invoices:** were reviewed & approved.
C) **CD Updates:** The Berkshire Bank CD was rolled over for 6 months at a rate of 0.35%. Chase CD matures in January 2021; Liz is exploring current CD rates at various banks.
4. **Director's Report:** The Library is open; curb service is also provided by appointment. We have knitted goods made by the Canastota knitters for sale to benefit the Dolly Parton Imagination Library. We also have Canal Town Museum ornaments for sale, lots of new and gently used books in our Book Fair, DVD's and Holiday Cards. Liz reports because of rapidly increasing cases of COVID 19, most groups will not meet in person; they hope to resume in-person meetings soon. COVID vaccinations for staff were discussed. We have given out close to 100 "Take and Make" art projects for the holidays to families, and we are now working on Teen projects to be given out during February break in conjunction with the Canastota Rec. committee. We were approved for a Roadside Historical Marker and will receive funding for the entire cost from the William G. Pomeroy Foundation. December circulation was 4020 which included 260 eaudios, 527 ebooks, and 117 RBDigital magazines.
5. **Old Business:** 1) **Metal replacement doors for Archive Room, staff kitchen & 2d floor office:** Sahl's Glass will soon provide a new estimate for the 3 replacement doors.
2) **Separate Lot/Land:** The purchase offer for the Buck St./Barlow St. land was delivered to office of Attorney Paula Highers on November 5th --next we expect title updating.
New Business: 1) **Pandemic Plan:** Liz has drafted a "Pandemic Plan" policy and procedure, and board members suggested changes for review at an upcoming meeting. 2) **Long Range Plan:** Liz is working on a new long range plan for 2021-2026 and will survey community members for input.

Adjournment: With no further business, a **Motion to adjourn** was made at 6:32 pm by Gloria Phillips, seconded by Eric Snyder. **Motion was approved.**

Next Meeting: Next meeting date was set for **Thursday, February 18, 2021 at 6:00pm.**

Respectfully Submitted,
Art Lelio, Secretary