

**AGENDA & MEETING MINUTES**

<b>Meeting Date:</b>	September 13, 2021	<b>Time of Meeting:</b>	7:02PM
<b>Prepared By:</b>	Pauline M. Kurtz	<b>Location:</b>	Library Community Room
<b>Purpose/ Outcome:</b>	Monthly Board Meeting		

***“Where minds can set sail”*****1. Attendance**

<b>Role</b>	<b>Name</b>	<b>Minutes</b>	<b>Present (☑)</b>
Trustee	Jim Madden		✓
Financial Chair	Marge Clark		
Vice President	Bob Kane		✓
Vice Financial Chair	Pauline Kurtz		✓
Director	Meghan Brauer		✓
President	Diane Muscoreil		✓
Trustee	Kathy Neville		✓
Secretary	Kate Peck		
<b>Guests</b>			

**2. Meeting Agenda**

<b>#</b>	<b>Topic</b>	<b>Motioned</b>	<b>Carried</b>
1	Meeting called to order @ 7:02PM		
2	June Minutes not available		
3	Treasurer’s Report – see email from Marge for details		
4	No correspondence		
5	No donations received July or August		
6	Bills for September – NIOGA \$528.41, Hoopla \$224.22, Maid to Perfection \$400.00		
7	Director’s Report – see Meghan’s email for details		



8	Photography Class starts week of 9/15		
9	Placing of painting & plaques – pending		
10	Bringing back subscription to Buffalo News – 6 monthes		
11	Received \$1,541 from NIOGA & \$681 CARES Grant		
12	Discussed new front door and safety issues around use – contacting White’s		
13	Acknowledged Meghan’s 1 year anniversary as our Director		
14	Return of StoryTime with the Zito Family		
15	October Activities – Lyon’s Club Pumpkin Decorating Contest		
16	Opening Gala to celebrate renovations/expansion Spring 2022		
17	Looking to have newspaper articles published on various aspects of renovations/expansion.		
18	Discussed the need for a Handyman/woman for the library		
19	Next Meeting – <b>Tuesday October 12</b> – due to Monday Holiday		
20	Motion to adjourn – 7:50 PM	Motioned – Kathy 2 <sup>nd</sup> – Jim	Carried

**3. Key Meeting Decisions & Notes**

**NEXT MEETING TUESDAY OCTOBER 12<sup>TH</sup> – DUE TO MONDAY HOLIDAY**

**1. Open Action Items**

Action	Assigned to	Due Date
• Front Door	N/A	
• Newspaper Articles	N/A	
• Handyman/woman search	N/A	
• Pending Renovations – Teen Room Shelving, Security Cameras 2 <sup>nd</sup> floor, Children’s Room Mural	N/A	



**2. Topics for Next Meeting**

#	Agenda Topic	Facilitator	Time
1	Review minutes		
2	Director's Report		
3	Topics from the floor		

**3. Core Distribution List for Agenda/Minutes**

**To:**

- M. Brauer
- M. Clark
- B. Kane
- P. Kurtz
- J. Madden
- D. Muscoreil
- K. Neville
- K. Peck

