

**Tivoli Free Library**  
**Board of Trustees Meeting**  
**February 16, 2021**

Present: Laura Gail, Jeanette, Gautam, Joe, Wendy, Jennifer, Hildegard, Michele (ex officio)

Absent: Leigh, Penny, Linda

Laura Gail opened the meeting at approximately 6:35 p.m.

**Minutes:** Minutes of the January 19, 2021 meeting were unanimously accepted as received on a Jeanette/Gautam motion.

**Director's Report:** Of note is that since craft programs are filling up so quickly registration will be limited to patrons residing in our service area. Others will be placed on a wait list. Also, seven hours/week will be added to open hours and quarantining of returned books will be reduced to 24 hours starting March 1.

Michele was asked whether she is feeling budgetary restraints. She said not, not now, and that she is considering pricing out programs in advance from now on for budget purposes. There was a discussion of cost per person for programs and about the types of programs offered. She stated that people find out about the programs through e-mail and facebook.

The Town disbursement is not in yet and because of COVID they have more time on this. School tax money did come in.

On a Wendy/Hildegard motion the Director's Report was accepted as presented.

**Treasurer's Report:**

Treasurer's report: January 2021

Income	\$82,272.37
Expenses	\$15,622.91
Assets	\$394,911.35

Gautam stated that this includes \$81,600 in public funding. On a Joe/Hildegard motion the Treasurer's report was accepted as presented. On a Gautam/Jeanette motion the warrants for 1/15 – 2/11/21 were approved.

**Committees:**

**Facilities & Tech** – no meeting

**Finance** – no meeting

**Governance** – The committee met and using the Mid-Hudson Libraries template as a starting point they developed a **Public Health Emergency Response Plan**. The committee was commended on the plan they developed and it was unanimously accepted as presented on a Gautam/Wendy motion.

**Personnel** – Joe was chosen as chair of the committee. Michele's annual evaluation was discussed and the decision was made to re-evaluate the parameters for the next round.

**Outreach** – Did not meet. Hildegard asked for someone to co-chair with her and Wendy volunteered.

**Other Business:**

**Officer Slate** - Proposed: President, Laura Gail; Vice President, Leigh?; Secretary, Hildegard; Treasurer, Gautam. We also need to think about committee assignments – to be discussed at the March meeting.

**School Budget Vote** – Discussed how much to ask for and unanimously approved \$3500 on a Jeanette/Gautam motion. It was noted that because of the pandemic we did not ask for anything last year. The Finance Committee will send a letter to the school board.

**Tax Accountant** – We still have not received a response from the accountant. Gautam will contact him to find out more about what happened that our taxes were filed late.

**Annual Report** – Michele reminded us that it is time for the Annual Report

**Future Goals** – What comes post-pandemic? Are there things we can do differently because of what we've learned during this time?

**Adjournment:** The meeting was adjourned on a Jeanette/Gautam motion at 7:55 p.m.

Respectfully submitted,

Hildegard Edling for  
Linda LeGendre