

**Members in attendance:** Kathleen Hartman, Leonard Halpern, Steve Murray, Holly Scott. Also in attendance: Director Amanda Jones.

**Members attending by Zoom:** Denise DiVincenzo, David Fenton, Kathryn Boswell.

- Call to Order at 6:34

**Consent Agenda:** Official motion to accept made by Steve, second by Denise.

- Minutes 12/16/21 Board Meeting.
- Financial Reports
- Director's Report (includes personnel forms and library policies)
  - Library Outreach Committee Report
  - NPL Friends Report

Discussion: Friends have a balance of \$6055.55 after providing prizes for book bingo, their activity of the month.

Motion to approve above passed unanimously.

Motion to pay bills sent after reports were generated by Steve, second by Kathryn.

Amazon: \$67.95

Spectrum \$180.31

National Grid: \$19.19

NCC Systems: \$28.00

Baker & Taylor (books): \$210.22

Baker && Taylor (books): \$97.12

Verizon (wifi hotspots): \$80.06

MJ Trash: \$40.00

Motion passed unanimously.

**Monthly Audit Invoices/Payments:** Audited by Leonard Halpern

**Old Business:**

- IRS issue continues to be unresolved.

**Policy Review:** Collection Development

- Motion to approve above policy as amended made by Leonard, second by Steve.
- Amendments include adding board games to several sections and “professional” to the reviews used as criteria for selection.
- Motion passed unanimously.

**New Business:**

- Review/approve list of pre-approved claims to be paid every month
  - Motion to approve list made by Denise and second by Leonard.
  - List includes:  
Payroll  
National Grid  
St. Lawrence Gas  
Spectrum (Phone & Internet)  
NCC Systems- contract for fire monitoring services  
Meola- contract for cleaning services  
NCLS- SIRSI fees-under contract  
NCLS-technology/ network fees – under contract  
Amazon  
John Parcell-contract for bookkeeping and accountant services  
BC Cleaning  
Verizon
    - Motion to accept pre-approved claims passed unanimously.
- Finance Committee meeting for 2023 budget review set for 2/9/22 at 7:00 at NPL.  
Members: David, Kathy, Alice, Amanda
- Amanda’s reports on NCLS update meeting and Older Adults Technology Services Information meeting.  
NPL may begin providing a 6 week program in April to address digital equity for senior citizens. NCLS would like a minimum of 8 persons in attendance. Suggestion was made to hold training sessions in the community room at Baldwin Acres to facilitate attendance.

**Adjournment Motion** made by Leonard and seconded by Steve at 6:55.

Respectfully submitted by Holly Scott

**Next Board Meeting: February 17, 2022, 6:30 P.M., NPL Library  
and Via Zoom**