

Minutes
BOARD OF TRUSTEES
Monthly Meeting
March 17, 2022
6:30 P.M.

Members in attendance: Leonard, Kathleen, David, Alice, Kathryn, Steve, Holly. Also in attendance, Amanda Jones, director. Molly attended by phone.

- Call to Order @6:30 pm
- Welcome

Consent Agenda: Official motion to accept the following made by Leonard, seconded by Steve.

- Minutes 01/20/22 Board Meeting.
- Financial Reports
- Director's Report (includes personnel forms and library policies)
 - Library Outreach Committee Report
 - NPL Friends Report: \$6025.10 account balance

Discussion:

- Amanda will request a monthly balance sheet from accountant
- April is National Library Week and prizes are needed for teens' writing contest
- First senior digital literacy classes will be held in July or August. Potsdam and Massena will also participate and our 3 local libraries can handle overflow of class size as needed. Smart tv will be part of supplies utilized for classes.

Motion carried unanimously.

- **Monthly Audit Invoices/Payments:** Audited by David. Official motion to pay accounts made by Leonard, seconded by Alice.

Motion carried unanimously.

Old Business:

- IRS issue continues to be unresolved.
- **Policy Review:** Accessibility Policy
- Motion to approve the policy as amended by Amanda made by Leonard and seconded by Alice.

- Discussion: minor matters of word choice and one edit

Motion carried unanimously.

New Business:

- **Trustee elections:** 3 seats are up for election.
- Motion to set election details made by Alice, seconded by Kathryn:
 - Date: May 17
 - Time: 12-8:00 p.m.
 - Petitions with 25 signatures are due 4/15 by 4:00
- **Discussion:**
 - Amanda will place notification in newspaper ahead of petition due date.
 - We will continue to hold the trustees vote on the same day as NNCS school budget vote

Motion carried unanimously.

- NCLS Updates from Amanda:
 - Contract with SIRSI is almost up and the library system is investigating other programs.
 - Trustees must acquire 2 hours of official training per year beginning in 2023.
 - Strong library T-shirts, with logo similar to yard signs, will be available.

Adjournment: Motion to adjourn made by David and seconded by Alice at 6:54.

Motion carried unanimously.

Respectfully submitted by Holly Scott.

Next Board Meeting: April 21, 2022, 6:30 P.M., NPL Library