

STEWART B. LANG MEMORIAL LIBRARY

BOARD OF TRUSTEES MEETING MINUTES

Monday, October 5, 2020

This meeting was held via Video Conferencing due to the COVID -19 pandemic.

In Attendance: Gayle James, Jim Dillon, Jerry Hunter, Kitty Hayes, Anne Baldwin, Caryl Kinney, Maryanne Adams, Cathy Wood

Absent: Birgit Latray, Monica Krupa,

Community member: Pam Shane

- The meeting was called to order and the agenda adopted. All documents in need of review were previously emailed to members.

Secretary's Report: The minutes from the September meeting were reviewed.

Motion to accept: Kitty Hayes Second: Caryl Kinney. Approved.

Director's and Treasurer's Reports - September: Presented and unanimously approved.

COMMITTEE REPORT:

The Facilities Committee presented an estimate for new library doors and asked for permission to replace the basement door. Secor Lumber was the chosen vendor.

Motion to accept: Anne Baldwin Second: Maryanne Adams Approved

The committee suggested waiting to replace other two doors but would like to replace front door hardware to make it more fire safe.

Motion to accept: Jerry Hunter Second: Kitty Hayes Approved

Old Business:

- No updates on the Annual Report status.
- Caryl Kinney reported that she is still gathering information which is needed for the (2019) 990 form.

New Business:

- Library sick leave policy has been updated to reflect NYS mandates.

Motion to accept: Jim Dillon Second: Caryl Kinney Approved

- The board has approved hourly and annual salary increases for the Director and hourly staff effective January 1, 2021. The NYS Minimum wage is increasing to \$12.50/ hour. Michelle will see an increase from \$12/hr. to \$12.70/hr. Allison will see an increase from \$11.80/hr. to \$12.50/hr. Gayle's annual salary presently is \$28,704 based on a 40-hour work week. She will see a 6% increase bringing her salary to \$30,430.
- Motion to increase salaries: Jerry Hunter Second: Kitty Hayes Approved

Motion to adjourn: Anne Baldwin Second: Caryl Kinney Approved

Next Meeting: November 2, 2020

Cathy Wood