

STEWART B. LANG MEMORIAL LIBRARY

BOARD OF TRUSTEES MEETING MINUTES

February 7, 2022

In Attendance: Gayle James, Jim Dillon, Jerry Hunter, Mary Begley, Anne Baldwin, Emily Gorham, Cathy Wood

Absent: Birgit Latray, Maryanne Adams

The meeting was called to order and the agenda adopted. All necessary documents were previously emailed to members.

Secretary's Report: The January minutes were reviewed.

Motion to approve: Anne Baldwin Second: Mary Begley Motion approved.

Director's Report: The January Director's report was reviewed.

Treasurer's Report: Final 2021 Treasurer's report was reviewed and will be given to our CPA firm to prepare Form 990.

Motion to approve final 2021 Treasurer's Report: Jerry Hunter Second: Jim Dillon

Motion approved.

The Treasurer's January 2022 report was presented and reviewed.

Motion made to approve Treasurer's report and pay the bills: Motion: Anne Baldwin
Second: Emily Gorham Motion approved.

There was also a review of the Lang Trust Fund, how the fund was originally set up to be shared 60% / 40% respectively between Lang Library and Cato- Meridian Central School. See attached Letter from Chase Bank dated July 1985 explaining that the Lang family intended the fund to be used for the betterment of the library and could be added to the general funds.

Committee Reports:

Finance: Cathy & Emily

Planning: Mary & Birgit

Please note: The Library's original charter was issued in 1926. **2026** will be the 100th anniversary of the charter. Planning and anniversary discussions will continue.

Personnel: Maryanne & Anne

Facilities: Jim & Jerry

Jerry is gathering information about a Handyman's service to help with various repairs at the library. Also is waiting on another estimate for roof work.

Old Business:

- Parking lot repaving and cost sharing with village.
- Discussion will continue concerning Library land purchase.

New Business:

- NYS Annual Report (due March 1st) may be approved in incomplete state.
 - Motion to approve report as is: Anne Baldwin Second: Mary Begley
Approved.
- IRS Form 990 (due May 15th) is work in progress & on track for due date.
- Proposed changes to Financial Policy will continue. Discussion included control of maintenance and renovation costs.
- Reviewed Library Bill of Rights with no changes.
- Continued discussion about By-Laws concerning officer and committee duties.
- New Board member search continues.

Motion to adjourn: Jerry Hunter Second: Jim Dillon

Next Meeting: April 4, 2022

Cathy Wood

Secretary