

# STEWART B. LANG MEMORIAL LIBRARY

## BOARD OF TRUSTEES MEETING MINUTES

March 7, 2022

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

**Absent:** Birgit Latray, Maryanne Adams, Anne Baldwin

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

**Secretary's Report:** The February minutes were reviewed.

Motion to approve: Jerry Hunter Second: Emily Gorham Motion approved.

**Director's Report:** The February Director's report was reviewed.

**Treasurer's Report:**

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

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

**Committee Reports:**

**Finance:** Cathy & Emily – Committee will meet with Mary Begley in March to review 990.

**Planning:** Mary & Birgit

**Please note:** The Library's original charter was issued in 1926. **2026** will be the 100<sup>th</sup> 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. He is also waiting on estimates for roof work.

**Old Business:**

- Discussion will continue concerning possible Library land purchase and how that might impact parking lot repairs. Discussion included the value of the land and who would be liable if there was an injury or accident in the parking lot. Communication with Mr.

Lincoln and village officials will continue. Board concluded we need to review and clarify the responsibility and liability of the Library concerning the parking lot condition as well as the Village of Cato's responsibility and liability. Jim will contact our insurance agent for clarification.

**New Business:**

- IRS Form 990 (due May 15<sup>th</sup>) on track for due date.
- Approval of revised By-Laws deferred.
- Revised Financial Policy approval deferred.
- New Board member search continues.

Motion to adjourn: Jerry Hunter Second: Mary Begley Approved.

Next Meeting: April 4, 2022

Cathy Wood

Secretary