

February 22, 2022 Board of Trustees Meeting. 4:30 p.m. at the library

The regular meeting of the Rockwell Falls Library was held on Feb. 22, 2022 at the library and was brought to order at. 4:30 p.m. with President Stephanie Lansburg presiding.

Present were: Deb Rooks, Loretta Mulson, Stephanie Lansburg and library Director Courtney Keir.

Absent with prior notice was trustee Burgess Ovitt.

PUBLIC COMMENT: One community member of the audience thought that some of the talk before the meeting officially opened contained business, and that seemed odd because not all members of the board were there yet.

Approval of Board meeting minutes of January 18, 2022: D. Rooks made the motion to accept and it was seconded by S. Lansburg. All ayes

There was no correspondence to address.

Personnel Actions: President S. Lansburg referred to the written employee warning form that was lodged against Director Keir for using an insulting word to describe a Trustee's question about bills and vouchers. The Director's apology was acknowledged by Trustee Loretta Mulson.

Treasurer D. Rooks gave the board an account of the bank balance presently on hand at \$330,927.39. The library is averaging approximately \$7,316.84 per month in expenses. She stated that 90% of the expenses this month were payroll. Due to the postponement of the Feb.16th meeting, the bills were not okayed and sent out and therefore not a part of the expenses.

Director Keir gave her report. The new clerk is working out very well and able to close the library after his shift.

The director would like to see the minutes of meetings improved so that they follow a more cohesive formula.

Petitions for prospective board members will be available as of March 1, 2022 and anyone interested can pick one up at either the library or the Hadley-Luzerne Central School business office. The petitions must be completed with at least 26 signatures and turned over to the school business office by April 18, 2022.

The director will be placing an ad in the Chronicle newspaper for four weeks in March to let the public know that seats are available for the Rockwell Falls Public Library Board. It will also be placed on the library's facebook page.

New flooring will be installed in the children's room from April 3-5, 2022 with the indication that the library may have to be closed on Tuesday, 4/5/22.

The four new computers are still on back order according to SALS.

Before a Disaster Policy plan can be approved, monies for supplies and committees must be voted on.

A new long range plan for 2023-2024 was tabled.

The board decided to end the contract with Galway Co-op and return to Long Energy for fuel deliveries.

The Secretary signed the letter of job appointment for the new hire Justin.

Because the Director is a salaried employee, she will be expected to work from home on snow days when the library is closed, whereas the hourly employed clerks will be paid on those days.

The policy of mask wearing was discussed and the board was advised by President Lansburg that we are obligated to follow the CDC guidelines on the matter. Patrons who are vaxed do not have to wear a mask, un-vaxed should wear a mask, and the library employees will wear a mask.

There was no public input or expression.

The next board meeting will be March 15, 2022 at 4:30 p.m. in the library.

Respectfully submitted,

Loretta Mulson
Secretary