

## Phoenicia Library Board of Trustees

### Minutes from Library Board Meeting on Dec. 17, 2020 (6:30 p.m.) (via Zoom)

Minutes prepared by Holly George-Warren

**Present:** Holly George-Warren; Bernie Handzel; Bethia Waterman; Karin Connelly; Becca Frank; Jen Montalbano; Director Liz Potter.

**Agenda:** Bernie made a motion to approve agenda; Karin 2nded; all in favor.

**Minutes:** Bethia made a motion to approve the Nov. 2020 board meeting minutes; Becca 2nded; all in favor.

#### **ACTION ITEM**

Bethia made a motion to approve the 2021 Budget; Jen 2nded; all in favor.

Bernie made a motion that we approve restricted funds of approx. \$20K to go into books for babies fund (\$5K); digital gap fund for digital education (\$10K); and special programs fund; Bethia 2<sup>nd</sup>; all in favor.

#### **Director's Report:**

Partnering with Phoenicia Elementary to help with meal delivery and to serve needy families.

OCS reached out for the library to help with a Book Drive for needy children.

Liz applied for a grant to purchase books for OCS students and received it from Stewart; a library staffer is helping to coordinate the book order for specific students.

Annual appeal was successful with donations similar to last year.

Circulation has gone up steadily since we started curbside.

#### **Treasurer's Report:**

Jen circulated the financial report.

#### **Committee Reports:**

None.

#### **Old Business:**

None.

#### **New Business:**

#### **ACTION ITEMS:**

Bernie made a motion to accept the *Hudson Valley One/Woodstock Times* as our paper of record; that the Board will meet on the third Thursday of every month at 6:30 pm; and we will close on Federal Holidays (12); Holly 2<sup>nd</sup>; all in favor.

#### **Public Comment: None.**

Bernie a motion to adjourn; Becca 2nded it; all in favor.

**Next Board meeting is Thursday, Jan. 21, 2021 @ 6:30pm (via Zoom)**

**Meeting adjourned at 7:15 pm.**