

Phoenicia Library Board of Trustees
Minutes from Library Board Meeting on September 15, 2022 (in Person)
Minutes prepared by Becca Frank

Present: Becca Frank, Bernard Handzel, Sandy Hyun, Manuela Jean-Pierre, Holly George-Warren, Bethia Waterman, and Director Liz Potter

Absent: Holly George-Warren

Bernie called the meeting to order at 6:33 pm.

A motion to change the agenda was made by Bernie with two revisions (1. Personnel action and a change in the bylaws) seconded by Bethia. All in favor.

A motion was made by Bernie to approve the minutes from August's, seconded by Sandy. All in favor.

Action Items

1. Bernie made a motion to appoint Susan Penick to a cleaning role in addition to her librarian role. The cleaning job pays \$26.50 per hour; seconded by Bethia, All in favor.
2. Bernie made a motion to approve for one-time approval for staff member Susan Penick to bring library debit card to NYLA conference in November to charge room at tax-exempt rate, and for meals; seconded by Sandy. All in favor.
3. Bernie made a motion to change the bylaws from 6 board members to 5, Quorum is 3 board members; seconded by Becca. All in favor.
4. Bernie made a motion to appoint Becca as Treasurer; seconded by Bethia. All in favor.
5. Bernie made a motion to appoint Sandy as Correspondence Secretary; seconded by Bethia. All in favor.

Director's Report:

- Liz discussed the plan for collecting data, editing, and revising the plan for the long-term (5 - year) plan of service, as discussed in a planning meeting with Becca.
- Susan Penick is going to attend NYLA
- The library is having issues with staffing. It is difficult to attract qualified, reliable staff at the current salary due to the current cost of living. Our current base pay is \$15.70. It would be easier to staff 5 shifts than 6 shifts.

Treasurer's Report: Bernie reported that there is 1 CD that will roll over.

Committee Reports: none.

Old Business: none.

New Business: Beth discussed the upcoming Balkan Festival and plans for set up.

Public Comment: Manny discussed how broad questions on the survey for long-term planning might provide answers from more community members, including teens and young people. She also shared that the school recently raised the pay rate for substitute teachers to attract and retain more teachers.

Next meeting date: October 20, 2022 at 6:30 pm.

The meeting was adjourned at 7:24 pm on a motion by Bernie, seconded by Bethia; all in favor.