Meeting Minutes of the Peru Free Library Board of Trustees

October 5, 2022

In Person Meeting

Attendees: Patrick Andrews, Terri Cioppa, Sandy Divoll, Diane Haight, Marque Moffett, Parker O’Mara, Sara Richman.

Absent: Rocky Divoll, Tracy Orkin, Becky Pace

Town of Peru Liaison: Mel Irwin (7:27 pm)

The meeting was called to order at 7:05 pm by President Marque. The agenda was approved with a motion by Sandy and seconded by Pat. The minutes of the September meeting were approved with a motion by Pat and seconded by Terri.

Director’s Report—No report due to Becky’s absence.

President’s Report—Marque reported that each Board member is required to attend a session for Sexual Harassment Training by the end of 2022. She will contact CEFLS to find out information about the next available session.

The New York Library Association requires each Board member to attend 2 hours annually of continuing education. The next webinar will be online on October 27th from 5:00-6:30 pm entitled “Effective Meetings Utilizing Parliamentary Procedure”.

Marque visited the Six Nations Iroquois Cultural Center in Onchiota, New York. The artwork there was created by David Fadden, director of the Cultural Center, who agreed to a show of his work probably in the spring. Marque also asked about the possibility of a cultural event at that time.

Treasurer’s Report—The balances in the accounts are checking--$9,277.63, savings--$386.76 and money market--$59, 661.79. Sara will discuss with TD Bank the purpose of the savings account as our monies are either utilized through the checking account or the money market account. The Budget vs. Annual Report was reviewed with no questions asked.

Building/Maintenance Report—The plumber will be at the Library on October 6th to test the water back flow as required by the Town of Peru. Rocky will make contact to have the annual testing of the fire extinguishers completed.

Old Business—The Library is eligible for a free Zoom account where each session will be 40 minutes long. If that time expires and the session ends, a new session can be started to continue the meeting. At this time the Board is required to have in person meetings, but in the case of an emergency situation such as a pandemic, the account being available would be very useful.

The 2023 proposed budget was revised by Shelley adding line 4700 Construction Grant Income under Revenue as well as line 5150 Construction Expense under Expenditures. The construction project cost estimate is $17,000 with $8500 to be received from the grant and $5000 from the Town of Peru in addition to the $3500 from the Library Money Market fund. In the Revenue section of the budget line 4800 indicates the Town of Peru will provide $85,000 to the Library for its operating budget, but the additional $5000 is for the Construction Grant specifically. A motion was made by Sandy and seconded by Sara to accept the 2023 Library Budget. The motion passed.

Marque and Becky plan to apply for a grant for the Library to conduct a community survey about the Library role within the Town of Peru. Then the Board can consider the ideas that are generated from the survey and how to implement them.

New Business—Diane reported on the visit by Billy Jones on October 15th to the Library. Stacey, Sandy and Diane were present and answered his questions about the most important issues for the Library currently, the sources of income for the Library, number of patrons especially younger families and the book pick up in the lobby. Billy was impressed with the history of the Library building itself as well as the overall appearance of the inside and outside of the structure.

Library Moment—No report due to Becky’s absence. Marque did express her appreciation of the Board members sending a card and gift card to Jan in honor of her retirement.

The dates for the next two meetings are November 2nd and December 7th.

A motion was made by Pat and seconded by Sandy to adjourn the meeting at 8:14 pm.