Perry Public Library

Board of Trustees Regular Meeting

January 3, 2022

Attendance: Sandy Lawrence, Stacee Muolo, Barb Glenn, Bethany Zerbe (President), Jessica DeMarte (Director), Angela Lowery (Treasurer), David Shearing, Lorie Ames (7:02 PM)

Absent : Priscilla Popp

President Bethany Zerbe called the meeting to order at 7:00 PM with the Pledge to the Flag.

Consideration of the Agenda and Conflict of Interest: None

Public Comment: None

Bethany Zerbe made a motion to approve the December 6, 2021 minutes. David Shearing seconded. The motion passed unanimously.

David Shearing made a motion to approve the December 27, 2021 minutes. Sandy Lawrence seconded. Sandy Lawrence, Stacee Muolo, Barb Glenn, David Shearing, and Lorie Ames voted in favor. Bethany Zerbe abstained. The motion passed.

Barb Glenn made a motion to approve the Account Payable Voucher. Lorie Ames seconded. The motion passed unanimously.

The final YTD Budget for 2021 was discussed. The YTD Budget for 2022 was discussed.

Director’s Report: Highlights: Circulation is improved but we are still trying to bring it up to pre-pandemic levels. The 2nd fuse box has been switched over to the existing breaker panels. Hardings has come to adjust the heating and replaced some valves improving the heat distribution in the building. Hulme construction repaired the wall by the Children’s room and will return in the spring to evaluate the grading.

David Shearing made a motion to approve Jes Purvis as the new Youth Services Librarian. Stacee Muolo seconded. The motion passed unanimously.

Development Committee: The development committee has approved raises for the clerical staff of .70 for each. Director DeMarte will review evaluation criteria and make changes as needed.

Director DeMarte’s Evaluation will be completed after 6 months.

The Development Committee submitted a motion to us the automated timekeeping option offered by Complete Payroll. The motion passed unanimously. There is a one time set up fee of $370.00 and an $18.15 monthly fee.

Bethany Zerbe made a motion to authorize Library Director DeMarte to process the payroll for 2022. David Shearing seconded. The motion passed unanimously.

Old Business: None

New Business: Hardings recommended that we have preventive maintenance of the boiler. The cost is $170.00. This will be tabled while Director DeMarte obtains more details.

Dates: January 10th @ 5PM- Library Construction Aid Webinar (PLS)

January 18th @ 5PM-Trustee Book Club: Budget & Finance (Mid-Hudson System)

February 7th @ 7PM-Board Meeting

David Shearing made a motion to adjourn at 7:44 PM.

Respectfully submitted,

Barb Glenn, Secretary