

**Mendon Public Library Board of Trustees Meeting**  
**February 1, 2021 via Zoom Software**  
**7:00 p.m.**

**Approved**

**Present:** Tim Boldt, Craig Moscicki, Tom Ochsenhirt, Cristina Romig, Alicia Zysman-Cromwell

**Absent:** Alison Zero Jones

**Others present:** Lisa DeClerck (Interim Director), Cynthia Carroll (Town Liaison), Lisa Reniff (Recording Secretary), Nipa Armbruster, Laurie Guenther (Director on Medical Leave of Absence as Public)

*Meeting was called to order at 7:00 p.m. by Cristina Romig.*

**Public Comment:**

Laurie Guenther expressed much thankfulness to the board for all the support, with special thanks given to Cristina, Kelly and Lisa.

*Laurie leaves meeting.*

**Trustee Appointment**

A vacancy in the Board of Trustees was created with the resignation of Anne Marie Gordon. Nipa Armbruster was introduced as an interested party to fill the remaining term. Nipa Armbruster has lived the town of Mendon area for 14 years, has three children and has been very active in the school district. Nipa currently works in her husband's financial business handling creative aspects of the office.

It was MOVED, SECONDED, and CARRIED to approve Nipa Armbruster as a Mendon Public Library Board of Trustee completing the term of Anne Marie Gordon which expires on December 31, 2021.

Nipa will go to the town hall to be sworn in.

**Town report:** (Cynthia Carroll)

The January Town Board Meeting was mainly organizational with assignments and approval of contracts. The next Town Board Meeting is on February 8, 2021.

**Approval of Minutes:**

It was MOVED, SECONDED, and CARRIED to approve the minutes from the Mendon Public Library Board of Trustees Meeting on January 4, 2021 and special meeting of the Mendon Public Library Board of Trustees Meeting on January 17, 2021.

**President Report:** (Cristina Romig)

Lisa DeClerck has been doing an outstanding job as the Interim Director.

**Treasurer's Report:** (Craig Moscicki)

The Financial Report of the MPL Board of Trustees was distributed. The Library's account transfers, vouchers, and deposits were reviewed, as well as the Board of Trustee's account balances, deposits, and payments. The report is attached to the end of the minutes.

It was MOVED, SECONDED, and CARRIED to approve the February 1, 2021, Financial Report for the Mendon Public Library Board of Trustees, which included approval of the transfer of funds to cover any shortage in the 2020 budget and vouchers 2021-2-7 through 2021-2-20 in the amount of \$7,222.51

**Director's Report:** (Lisa DeClerck, Interim Director)

The Library Director's Report was distributed and reviewed. The following items were highlighted.

- The Library Staff is putting together information for the 2020 NYS Annual Report and the MPL Annual Report
- Material ordering has been distributed; Lisa DeClerck will be ordering adult books, Lisa Reniff will be ordering DVDs and Kelly will continue to order children's materials.
- Kelly met with MCLS to gain a better understanding of what may be needed for electronic books through the Overdrive system.
- The new library hours and staff schedule has been well received and has worked well.
- The acknowledgements for the 2020 donations to the Friends have been sent. The taxes for the friends via their accountant are underway.

**OLD BUSINESS**

**2021 Budget:**

Review of the 2021 budget is tabled until it is known the financial implications of the Directors medical leave.

**NEW BUSINESS**

**Tax Preparation:**

Craig will be taking care of the tax filing as in previous years.

**Conflict of Interest Statement:**

It was MOVED, SECONDED, and CARRIED to approve the MPL Conflict of Interest Statement.

Board Members will sign and return the statement to the library.

**Meeting adjourned at 7:21pm.**