

**Wolcott Public Library
Board of Trustees Meeting
March 16, 2022**

Board Members Present: Bob Reed, Steve Monroe, Bobby-Jo Mendenhall, Ginny Keenan, Director- Dottie Patt, Terry Van Fleet, Bookkeeper-Kristl Spalding

Excused: Deb Lewis

Call to order – The meeting was called to order at 6:31 pm by President Bob Reed.

Minutes of the last meeting – Minutes of the February meeting were reviewed. Motion made by Bobby-Jo and seconded by Steve to approve the minutes. Motion carried.

Treasurer's Report – The February financial reports were reviewed. Nothing unusual. Snow plowing high as they billed us for three months. Motion made to approve the disbursements by Bob and seconded by Bobby-Jo. Motion carried. Taxes for 2021 are being worked on with the accountant. They still haven't heard anything further from the IRS but Kristl feels confident she has all the documentation to prove the filling for 2020 was correct.

Circulation report - The circulation reports for February were reviewed. The numbers still continue to be consistent with prior months.

Library Manager Report:

FEMA Grant – The library has received a check for approximately \$2300 from FEMA. This grant was put in through the Pioneer Library System (PLS).

Rochester Reads – The Pioneer Library System has agreed to do something similar to the program Rochester Reads and gave books to each library to give out to every child that attends the Spring Story Hour. The book is Ruby finds a Worry. An ad was put in the Shopper and the newspaper to let the community know of this program at the Wolcott Public Library.

Meeting in person – The Board will plan to meet in person starting in April. Those who want can still call in through a Zoom meeting as well.

Friends and Foundation of the Rochester Public libraries – The library has received \$533.83 cents to buy books through the Friends and Foundation of the Rochester Public Libraries. Dottie suggested the money be used by PLS for purchase of electronic books. A motion was made by Bobby-Jo and seconded by Steve to approve this. Motion carried.

Template for Employee Handbook from PLS – PLS has developed and sent out an Employee Handbook for the library to use. This saves a great deal of time so the libraries don't have to each individually develop their own and have similar policies for their employees.

PLS is offering a Story Walk – Dottie will apply to see if the library can get the grant from PLS to create a Story Walk in the Village Park. PLS would oversee the installation of the Story Walk and put a fresh story up every week this summer for several weeks.

Old Business

Chromebook & Hot Spot borrowing – The library's new program has been advertised in an article in the newspaper and Dottie sent a copy to the Board to review. One person has checked out a Hot Spot so far.

New Business

Advocacy Day – Suggestion made to put an article in local paper, an ad in the Shopper, Facebook, and the library website to write our state representative and/or senator to support the state capital funding for libraries.

Upcoming webinars by PLS – The Pioneer Library System is providing Trustee ongoing education through the following:

- PLS presentation, Trustee Book Club: Policies & Risk Management, Tuesday, March 29, 2022 at 5:00pm over Zoom

- PLS presentation, Ethics & Conflict of Interest, Tuesday, April 19, 2022, at 5:00pm over Zoom

Registration link: https://zoom.us/webinar/register/WN_KacE2TMZTaqrnDIdS3_ljQ

Date of next meeting – The next **Board of Trustees meeting will be held on Wednesday, April 20, 2022**, at 6:30 p.m.

The meeting was adjourned at 7:06 pm.

Respectfully submitted,
Ginny Keenan, Board Secretary