**Canajoharie Library and Arkell Museum – Trustee Meeting – September 8, 2021 6:00 pm**

**Attending**: Roberta Rocas, (zoom) Debby Limoncelli, (zoom) Wally Hart,(zoom) Phyllis Lapi, Nathan Fenno, Chuck Tallent, Mark Davidson, Alan Brust, Cheryl Neal, and Maria Cancro and Sue Friedlander. The meeting was held in-person and via zoom. The zoom meeting was recorded to make available to the public.

**Call to order** – Phyllis Lapi called the meeting to order at 6:01 pm.

**Minutes of the August** 12, 2021 meeting were reviewed and edited to note that both Sue and Maria attended the August meeting. On a motion by Chuck Tallent and Alan Brust, accepted, with all in favor.

**Financial Reports** – the reports for August 2021 were presented and reviewed, on a motion by Chuck Tallent and a second by Nathan Fenno, the reports were accepted.

**Executive Director Report –** Sue highlighted a few items and noted that the craft fair is Saturday, November 6, and the Brooks BBQ fundraiser is scheduled for November 14.

The PPP program 1 – $57,500 have been fully forgiven and the funds will be transferred to our general operating account and the account that was opened to segregate the funds closed. The second installment of the program funding is held in a restricted account and will be maintained until forgiven. Nathan Fenno made a motion to close the first PPP account, seconded by Chuck Tallent. All members voting in favor.

**Librarian Report** – Maria highlighted her report and noted that she is working on a policy related to COVID issues, specifically a front desk de-escalation and safety procedure regarding anti-mask sentiment by patrons while in the building.

Maria is also trying to sort through the guidance for any mandated changes to delivering services due to the COVID pandemic so they can be prepared if required to adjust services and building usage. It was noted that the board-approved policy to adhere to the newly signed “Hero Act” may need implementation in part depending on how COVID affects our community.

The used book sale was very successful and was the first since 2019. There will be a table at the craft fair in November.

Building & Grounds – work will be reviewed and scheduled as practical for spring 2022 on painting and other projects

**New Business** – Open Meeting Law discussion – Maria provided the definition and an update on the virtual access for public meetings. Governor Hochul signed the law extending the virtual meetings law through January 15, 2022. We must make access available to the public and provide both minutes and recorded zoom meetings.

**Old Business** - Chicken BBQ Brooks for Books - Fundraiser – Phyllis is looking for assistance to help with this event.

Fall fundraiser – due to COVID conditions we will send a Harvest Feast, “Non-Event” letter to past participants/donors as a fundraiser.

Motion to adjourn – Alan Brust 6:39 pm

Respectfully submitted,

Wally Hart

Secretary