

## CLAG and Arkell Board of Trustees meeting

**April 14, 2021**

**Attendees:** Phyllis Lapi, Debby Limoncelli, Chuck Tallent, Sheryl Neal, Alan Brust, Chris Duncan, Nathan Fenno, Roberta Rocas, Dusty Putnam and Wally Hart, from the board. Sue Friedlander and Maria Cancro (new librarian) Collin Sovie and Caroline Brown (Cooperstown Graduate Students), Brad Adams and Mary Ann Scheer of NBT Wealth Management. Absent: Mark Davidson, Trustee. Mark Joined the meeting at 7:07 pm

Phyllis Lapi **called the meeting** to order at 6:02 pm, welcomed Maria Cancro to her first meeting, and introduced Collin Sovie and Caroline Brown who asked to observe the meeting as part of their training.

Brad Adams and Maryann Scheer of NBT Wealth Management presented an update on the investment portfolio and a review of the market over the last year. Brad asked if we had any needs for large withdrawals; none noted. He also asked of our Federal Excise Tax status and it was noted we should be exempt from this tax beginning in 2021 and this would allow the managers to take advantage of profits without it causing tax liabilities and to further diversify the portfolio.

**The Minutes** of the March 10, 2021 meeting were presented and on a motion by Alan Brust and Chris Duncan, the minutes were accepted with all members present voted in favor.

**The Financial reports** for March 2021 were presented and on a motion by Chuck Tallent and Debby Limoncelli, the reports were accepted by all in attendance.

**The Executive Director's** report was presented by Sue noting a few items. Senator Michelle Hinchey will visit on Thursday, May 13, at 10 am with a tour. The IRS has received our final documents for us to be exempt from the Federal Excise Tax. Friday July 16, the Erie Canal Cycling tour will stop at the CLAG property. We will not be allowing participants to come in to eat dinner as usually offered in previous years. The regional art show applications are far exceeding the numbers of previous years. Application income is the highest amount ever received. Juror will make selections.

**The Librarian's report** was presented by Maria Cancro with notes that she has been looking at ways for the library to engage patrons and to bring in new materials and resources. She is familiarizing herself with children's collection and will be preparing for the summer reading program to start. She is working with the clerks at the desk to learn and take suggestions to streamline and strengthen. Looking at a better tracking of reference questions received by the library. Summer reading plans are underway. Overall, she is just familiarizing herself with our operations, staff and patrons and very happy to be here.

**Committee reports** – the Board Development committee reported that they had met and began reviewing the terms of trustees in an effort to comply with the changes approved in the bylaws of the organization in June 2020. This requires terms to be four years in length, serving two consecutive terms only before requiring a year off and the opportunity to rejoin the board. We will continue to work towards creating four classes of three trustees each (one class will have two.)

**PPP #2 Request** – the board considered the suggestion that we apply for a second PPP Loan/Grant through the Federal government. Sue and Jason have been researching the requirements and

restrictions and requested the board authorize the application with Nathan Fenno signing on behalf of the trustees, as required under the PPP guidelines.

On a motion by Nathan Fenno and Chuck Tallent, the board passed a resolution authorizing the application for the loan/grant.

**2020 Audit** - the draft audit was reviewed and it was suggested that the finance committee will meet with the auditors to review the draft. The board noted that the draft had no findings or recommendations and the board acknowledged they had read the draft and accepted it. The motion to accept the draft report was made by Wally Hart and Chuck Tallent with all members voting to accept.

**Exec session** – the board entered into an executive session to discuss a contractual issue. At 7:14 pm. having taken no action the board came out of executive session at 7:26pm.

**Collections Committee** – we have been offered a significant collection of artwork and other marketing materials used by Beechnut and created by artist Cushman Parker, including B&W photos of Beechnut vehicles and a great collection of correspondence between the artist and Beechnut staff. The collection is being offered from an estate. After extensive discussion, the board authorized Sue and the collections committee to review the collection in person as needed and to purchase at the offered price, contingent upon the inspection and all legal releases of ownership. On a motion by Chuck Tallent and Nathan Fenno, the board approved the resolution to make the acquisition upon inspection. All members present voting in favor.

**Old business** – Skylight repairs- we continue to wait for additional estimates from contractors who specialize in this kind of repair.

New Business – None

The next meeting will be on May 12, 2021 at 6:00pm.

The meeting adjourned on a motion by Debbie Limoncelli at 7:35pm

Respectfully submitted,

Wally Hart, Secretary