Canajoharie Library and Arkell Museum

Meeting of the Board of Trustees, December 8, 2021

Attending: Phyllis Lapi, Nathan Fenno, Alan Brust, Chuck Tallent, Dusty Putnam, Roberta Rocas, Debby Limoncelli, Mark Davidson, Chris Duncan and Wally Hart. Sue Friendlander and Maria Cancro from the organization.

Phyllis Lapi called the meeting to order at 6:02pm

A motion to go into executive session to discuss personnel issues was made by Wally Hart and Dusty Putnam and approved by all in attendance.

The board came out of executive session at 6:18pm on a motion by Nathan Fenno and Chris Duncan with all in favor. No action was taken during the executive session.

A motion to accept the minutes of the November 10, 2021 was made by Dusty Putnam and Nathan Fenno with all in favor.

A motion was made by Nathan Fenno and Dusty Putnam to accept a proposal by the personnel committee to amend the title of the Librarian to Library Director and to accept the rates of pay for employees reflected in the proposed 2022 budget. All members in attendance voted in favor.

The Financial reports were presented for review and accepted on a motion by Debby Limoncelli and Chuck Tallent with all in favor. A question was raised as to the whether the purchase of the Cushman Parker Collection should come out of the 2021 operating budget or should be a capital expense and taken from funds designated for such purchases. Sue will contact auditors and work with our bookkeeper to make a determination.

Director’s Report – Sue noted the 4th quarter contribution of support from the Arkell Hall Foundation has arrived but was not recorded in the November financial reports. Congressman Antonio Delgado is scheduled to tour the museum and library on Friday, December 17, 2021. All are invited to attend.

Library Director’s Report – Maria gave an explanation on the internet service in the building and how it will be funded in 2022. Maria expressed a goal to make the flooring more accessible for anyone using a walker, cane or wheelchair including any transitions occurring between flooring.

Maria presented the MVLS Joint Automation Agreement for 2022 and it was approved by all on a motion by Chuck Tallent and Chris Duncan.

Finance Committee – Nathan presented the proposed 2022 budget. He noted the budget is balanced using the second round of PPP funding that was received in 2021 and will be used through 2022. Replacing those funds in 2023 must be addressed. We also discussed the amount of income we could take from the endowment unrestricted funds and staying with the goal of not more than 4% of the funds on an annual basis so as to allow the endowment to continue to grow. 2021 interest and dividends amount to approximately $100,000. Total funds withdrawn from the endowment remains at $180,000 annually.

The 2022 budget as proposed was adopted on a motion by Nathan Fenno and Chris Duncan with all in favor.

Fundraising Committee – reported the Brooks for Books event was not as successful financially as we hoped for but was very good public relations for the library. Discussion will be had about a 2022 event at a different time.

The meeting adjourned at 7:12 pm on a motion by Chris Duncan.

Respectfully submitted,

Wally Hart, Secretary