

Minutes of the August 11, 2021 meeting of Canajoharie Library and Art Gallery Board of Trustees

Present: Phyllis Lapi, Sheryl Neal, Alan Brust, Nathan Fenno, Christopher Duncan (zoom), Deborah Limoncelli (zoom), Charles Tallent (zoom).

The meeting was called to order at 6:00 pm.

The minutes of the meeting of July 14, 2021 were reviewed. Revisions proposed include:

- Last sentence on page 1 revised to state that it is being explored if the current pump can be installed on a concrete pad.
- Clarification on page 2 that Arkell Hall is addressing the property next to the church.

On motion made by Chuck, seconded by Alan, the minutes as amended were unanimously approved.

Sue reviewed the financial reports for the month of July. In response to Sheryl, Sue noted that the Community Gallery Expenses predominantly include the artist's share of art work that was sold. In response to Chris, Sue noted the Insurance expense is higher than last year due to higher costs and timing of payment of invoices. Sue highlighted that PPP loan 1 has been forgiven and now shows in Income; PPP loan 2 has been received with loan forgiveness to be applied for later in the year; and Contracted Services appears high solely due to a timing issue.

On motion made by Chris, seconded by Chuck, the financial reports were unanimously approved.

Sue then presented the Executive Director's report previously distributed in written form. Sue noted that Lupini has been on the property this week performing testing and has verbally reported they have found that holes in the waterproofing membrane and possible variations in flashing installation. Lupini will provide a full report and recommendations.

Sue also discussed the proposed replacement by Stanz Combustion of the heat distribution by-pass valve, having previously distributed their estimate. On motion of Nathan, seconded by Sheryl, it was unanimously resolved that this work be approved.

Maria then presented the Librarian's report, reviewing the written report previously distributed. Maria noted good attendance at the special events this summer.

Maria and Sue then reported on the continuing efforts to respond to the pandemic, noting that the wearing of masks by all individuals (over age two) while in the building is again required. In addition, a policy to comply with the New York Hero Act has been prepared and distributed to the trustees.

On motion of Nathan, seconded by Sheryl, the proposed New York Hero Act plan was unanimously approved.

Debbie then provided a report for the Fundraising Committee which met last week. With discussion, it was determined that a Brook's BBQ fundraiser will be held on November 14 to raise money for acquisition of books for the library. It will be titled "Brooks for Books". A date for another Brooks

fundraiser for 2022 will be requested. Debbie reported that a Harvest Feast was also discussed and will continue to be worked on. Additionally, an Arts and Craft Fair is being considered for November 6.

The next meeting is scheduled for September 8.

There being no further business, the meeting was adjourned.