

## ***Manlius Library Board of Trustees*** **~ Meeting Minutes June 24, 2021 ~**

**Trustees Present:** Kim Kutzer (President), Brian Lee (Vice President), Bruce Ruppert (Treasurer), Bonnie Buelow (Secretary), Charlie Collins, Janet Mallan, Linda Napier, Ron Russell

**Library Staff Present:** Jennifer Milligan, Library Director

**Not Present:** Dan Whelan

President of the Board, Kim Kutzer, called the meeting to order at 5:00 p.m.

### **President's Report:**

First order of business was to review May's minutes.

### **Approval for May's minutes**

Accepted: Charlie Collins

Seconded: Ron Russell

All voted in favor, and the motion passed.

### **Treasurer's Report:**

Bruce Ruppert shared the May 2021 treasurer's report. Overall, the Manlius Library is financially strong.

Last month, Bruce provided a financial-refresher course for current Board members. This opportunity worked well; and was helpful to all who attended! The Board president, Kim, suggested that it might be healthy for us (the board members) to take part in an annual financial-refresher course. All agreed.

Onward, the school board budget passed. Overall, the library is underspending, but we expect spending to increase as we reopen further. Delay in releases (movies, books) has postponed some collection spending.

### **Approval of the Treasurer's report:**

Motion to approve: Janet Mallan

Seconded: Brian Lee

All voted in favor, and the motion passed.

### **Director's Report:**

Jennifer Milligan shared her Director's Report for May 2021. First, regarding re-opening, the library is open for full hours; masks are no longer required for vaccinated persons. The staff is 100 percent vaccinated. OCPL is no longer quarantining materials. In July, newspapers will return to the library! Also, small groups will be able to start meeting in the library's community and conference rooms in July!

Other administrative news includes the wonderful news that OCPL is back to delivering materials 5 days a week, and ILL services have been reinstated. On June 24, an energy audit took place. Milligan will share results as soon as they are available. The front desk has a new circulation supervisor, Anna Frost. In August, Phoenix Merritt will join the staff as the backup

circulation supervisor.

For programming, the library hosted its first live and in-person, outdoor story time on June 24th. There were 75 excited participants! The Summer Reading program already has 250 kids and 63 teens signed up; and the summer program registration is filling up! Events will take place outside in the amphitheater or library garden or will be livestreamed.

Kim Kutzer adjourned the meeting at 5:45 p.m.

Our next board meeting will take place on Thursday, September 23, 2021 at 5:00 pm, and is planned to be in person!

**Motion to Adjourn**

So Moved: Linda Napier

Second: Charlie Collins

Best,

Bonnie Buelow, Secretary