

Round Lake Library Board of Trustees Meeting
Aug 9, 2022 – 7pm
Round Lake Village Community Room

Trustees Present: Nancy Theissen, Lance Spallholz, Diane Marchand, Sue Lesar, Stacy Thayer, Lydia Hoffman

Associate Trustees Present: Lorrie Anthony, Steve Ames

Absent:

Excused: Angela DeMeritt, Emily Galloway, Marlene Sweet

Director: Jennifer Hurd

Public: Sara Dallas (SALS Director)

Meeting Dates: Jan 12, Feb 9 (SALS report), Mar 9, Apr 13, May 11, Jun 8 (budget subcommittee), Jul 13, Aug 10 (approve budget), Sep 14, Oct 12, Nov 9, Dec 14

The meeting was called to order by Nancy Theissen at 7:02pm.

Sara Dallas: Sara Dallas joined us for her annual visit and updates. Highlights included:

- SALS budget is being prepared and will be available for review in September. It includes \$50,000 for small library repairs
- SALS is writing grant for new routers for member libraries. There will be no cost to each library
- Cyber Insurance coverage is recommended for all members libraries
- NYS passed a law requiring trustee training (2 hrs/yr) starting Jan 1, 2023. Some options include continuing ed (in person or online), annual dinner attendance & becoming an ALA member
- Book challenges continue, but we have collection and reconsideration policies in place to address such issues

Lance Spallholz asked if SALS could cover the cost of cyber insurance. Sara explained that SALS is not allowed to pay for it in advance, but will look into whether each library could be reimbursed after paying the premium.

Minutes: The minutes for the July Trustees' Meeting were not available so we will be voting on them next month.

Directors Report: The Director's report for July was discussed. Highlights include:

Summer reading program going strong with 250 participants, in person programming has been well attended, take n' make kits till popular, circulation is up in both buildings, AC unit was down in Clark House, but has been repaired and Carrie Woerner was a guest reader at a July story time. -***attached***

Library Statistics: Monthly reports for the library statistics were reviewed. ***attached***

Budget/Quarterly Reports/Warrants: The Board reviewed the monthly reports for the library budget, as well as profit/loss, balance sheets, and warrants for July 2022. Motion to approve the financial documents through July 31, 2022 was made by Lorrie Anthony, seconded by Sue Lesar and unanimously approved. ***attached***

2023 Library Budget: Lance Spallholz presented a draft of the 2023 Library Budget. He highlighted any significant changes and explained the rationale for payroll proposals. He made the motion for the Board of Trustees to accept the budget as proposed. It was seconded by Diane Marchand and unanimously approved. It will be presented at the Aug 18th WRLIS meeting for approval. If passed it will be sent to the Town of Malta.

Book Sale Volunteers & Updates: Trustees were reminded of the time slots they volunteered to work the sale. The Sweets, Lesars & Thayers will provide trucks. Several trustees volunteered to help with transporting books from the storage unit. Nancy will get large 1-2-5 mylar balloons to indicate celebrating the library's 125 years of service.

Cyber Security Insurance Policy Update: Nancy Theissen shared the quote and specific coverages she received from David Meager to add \$250,000 of cyber security insurance to our Utica National Insurance Policy. The premium would be approximately \$440. She made a motion to approve the purchase of the additional insurance. It was seconded by Lorrie Anthony and unanimously approved.

Adjournment: Diane Marchand made a motion to adjourn the meeting at 7:57.

** attached indicates that copies are available for viewing at each of the library branches*