## Julia Butterfield Memorial Library Monthly Board Meeting

**Wednesday, October 21, 2020; 6:30 PM**

## The October 21, 2020, meeting of the Board of the Julia L. Butterfield Memorial Library took place in a hybrid in person/remote via video conference format, in accordance with the State of New York's current social distancing mandates placed in effect in response to the global Covid-19 pandemic.

**ROLL CALL**

*In attendance:* Library director Gillian Thorpe. Board members Judy Meyer, Dennis Gagnon, Catherine Platt, Marjorie Gage, and Mike LaRocco (remote via Zoom), Robert Dwyer (Cold Spring resident; guest)

**RESOLUTIONS**

On motions made and seconded during the regular meeting of the Board of the Julia L. Butterfield Memorial Library held on October 21, 2020, the following resolutions were unanimously adopted or adopted by a majority of the Trustees:

* Acceptance of Minutes of the September 16, meeting of the Board
* Acceptance of September 2020 Warrants/Checks

**MONTHLY MEETING CALLED TO ORDER** at 6:30 pm by Judy Meyer, President

# ACCEPTANCE OF MINUTES OF PREVIOUS MEETING OF THE BOARD:

* + **VOTE:** Dennis made a motion to accept minutes of September 21, 2020, meeting of the board as amended; Catherine seconded. Motion passed unanimously.

# FINANCIAL REVIEW:

* **VOTE: Acceptance of Warrants/Checks:** Judy made a motion to accept the September

2020 warrants/checks as presented; Dennis seconded; motion accepted unanimously.

* Reviewed Deposit/Check Detail, Balance Sheet Standard as of September 30, 2020
* Annual audit to be completed within the month

# DIRECTOR’S REPORT:

Director Gillian Thorpe reported on previous month’s meetings, grant developments, statistical reports, and programming initiatives (see Calendar of Events, online), including:

* Received $1,200 in donations for Patrick Reinhardt’s Eagle Scout Learning Garden project
* Passport applications remain paused; no processing until further notice
* October food drive planned for The Great Giveback, with all proceeds to benefit the Philipstown Food Pantry, successfully concluded
* Planned monthly programming: weekly online Halloween Story Hours; Story Walk and Candy Hunt; Calligraphy Class; Kathy Curto writing class; oil painting for adults coming in November

**COMMITTEE REPORTS:**

**Facilities Committee:**

* + Meeting scheduled with contractor to review final items on punch list Michael Monteleone
  + Updated Facility Plan under Board review
  + Must select and order flooring materials for vestibule renovations

## Policy Committee:

* + No new policies. Current pandemic response policies working.

## Friends Liaison:

* Holiday Calendar Raffle: Collecting prizes; winners to be announced in November
* Friends now meeting on first Wednesday of each month via ZOOM; new members invited

**Adjournment: 7:37 pm**

Judy made a motion to adjourn; seconded by Catherine. The next meeting of the Board will

take place on Wednesday, November 18, 2020

Recorded and respectfully submitted by:

Marjorie E. Gage, Secretary