

MINUTES of the REGULAR MEETING of the
BOARD OF TRUSTEES of the PEMBER LIBRARY & MUSEUM
July 16, 2020

The Annual Meeting of the Board of Trustees of the Pember Library & Museum was held on July 20, 2020, at the Pember Building, located on West Main Street in Granville, NY.

The meeting was called to order by President Mary King at 6:01 p.m. The following Trustees, constituting a quorum, were present: Mary King (President); Murray McHugh (Vice President); Jerry McKinney (Secretary); Nancy Labate Bixby; George Demas; Maria Hyatt; Charlie King; Rob McGuire.

The Board of Trustees of the Village of Granville, at their meeting on July 6, 2020, appointed the following persons to serve as Pember Trustees for a three-year term: Nancy Labate Bixby; Maria Hyatt; Mary King. [Note: *In accordance with the By-Laws of the Pember Board, at the June meeting three persons were recommended to the Village Board for appointment: Nancy Labate Bixby, Mary King, Gigi Zeitler.*]

The following staff members were present: Bernadette Hoffman. Ardyce Bresett (Library Director) was on vacation.

The following Board Advisors were present: Robert Tatko (Financial Advisor); Gigi Zietler (Special Advisor).

The following members of the public present were present: Stephanie Munger (Village Trustee)..

The agenda was adopted.

In accordance with the By-Laws, the election of officers was the first order of business. The Board elected the following officers: President—Mary King; Vice-President—Murray McHugh; Secretary—Jerry McKinney; Treasurer—George Demas. All persons were elected unanimously.

The minutes of the regular meeting held on June 18, 2020, were approved.

The Financial Report, prepared by Robert Tatko, was received.

>>>All accounts are in good order.

>>>Monies from the Payroll Protection Plan have been expended. Paperwork for the forgiveness of the loan will be filed soon.

>>>An overview of the Pember's finances over the last nine years was presented.

→The Board acted to authorize the Treasurer to pay all Library & Museum bills for August, 2020.

The Library Report, prepared by Library Director Ardyce Bresett, was received and discussed. [Report attached.]

>>>Thanks to the many members of the community who made contributions to defray the recent veterinary costs for Lucy, our beloved cat.

➔**The Board acted to approve holding an art show, featuring the work of local artist Jordan Flower, on August 23, 2020, from 1:00-4:00 pm at the Pember building. All required COVID-19 safety requirements will be followed.**

The Museum Report, prepared by Museum Educator Bernadette Hoffman, was received and discussed. [Report attached.]

First Friday: First Friday events are suspended for the time being due to the health emergency in New York State.

Old Business: none

New Business:

>>>The Secretary reported that there is a vacancy on the Board in the Class of 2021. According to the By-Laws, "A vacancy in the office of trustee occurring by reason of death, resignation, non-residency, or in any other manner other than by expiration of term shall be filled by majority vote of the entire number of remaining trustees, such appointee to serve for the remainder of the term in which the vacancy occurred.

➔**The Board acted unanimously to elect Gigi Zietler to fill the vacancy on the Board in the Class of 2021.**

>>>The Secretary presented a revised version of the By-Laws for adoption. The Secretary made editorial changes for the purpose of clarity. No substantive changes were included. The section dealing with committee structure needs further review by the Board.

➔**The Board acted to consider revisions to the By-Laws at the regular meeting in August.**

Public Comment: none

The meeting was adjourned at 6:53 p.m.

The next regular meeting of the Board will be held on Thursday, August 20, 2020, at 6:00 pm.

Respectfully submitted,

/s/ *Jerry McKinney*
Secretary