

MINUTES of the REGULAR MEETING of the
BOARD OF TRUSTEES of the PEMBER LIBRARY & MUSEUM
August 19, 2021

The Regular Meeting of the Board of Trustees of the Pember Library & Museum was held on August 19, 2021, at the Pember Building, located on West Main Street in Granville, NY.

The meeting was called to order by President Mary King at 6:00 p.m. The following Trustees, constituting a quorum, were present: Mary King (President); Murray McHugh (Vice President); Jerry McKinney (Secretary); George Demas (Treasurer); Nancy Labate Bixby; Maria Hyatt; Rob McGuire; Robert Tatko. The following Trustees were excused: Gigi Zeitler.

The following staff members were present: Ardyce Bresett (Library Director); Bernadette Hoffman (Museum Educator).

The representative from the Village of Granville Board of Trustees, Lisa Ackert, was present.

There were no members of the public present.

The agenda was adopted.

The Pember Board elected the following Trustees to serve as officers for the coming year: Mary King—President; Murray McHugh—Vice President; Jerry McKinney—Secretary; Robert Tatko—Treasurer.

The minutes of the regular meeting (postponed) held on July 22, 2021, were approved.

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

>>>All accounts are in good order. The Pember has no debt.

➔ **The Board acted to authorize the Treasurer to pay all Library & Museum bills for September, 2021.**

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

>The SALS Challenge Grant is due by November 1, 2021. The Board discussed applying for the grant in order to replace the Pember's 40-year old carpet.

➔ **The Board acted to recognize and thank Ardyce Bressett for 25 years of service to the Pember**

>A public reception to honor Ardyce Bressett will be held on September 16, 2021, from 4:00—6:00 p.m., at the Pember.

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

The report of the **Standing Committees** (*names in italics are members of the public*):

- a. Finance and Fundraising (George Demas, Rob McGuire)
- b. Building and Grounds (George Demas, *Charlie King*)
 - >The Village Board has put the roof repair out for bid.
 - >Fixing the driveway and parking lot will be discussed with the Village Board.
 - >The need for trail clearing at the Hebron Preserve was discussed.
- c. Policies and Personnel (Mary King, Jerry McKinney)
 - >The Committee will work on hiring a new Library Director.
- d. Library (Maria Hyatt, Mary King)
- e. Museum (Nancy Labate Bixby, Murray McHugh)
- f. Events and Public Relations (Gigi Zeitler, Rob McGuire)

Old Business:

- ➔ **The Board acted to provide a full copy of the insurance policy to the Village Board.**

New Business:

- ➔ **The Board acted to continue to purchase Directors & Officers insurance.**
- ➔ **The Board acted to require masks to be worn by all persons while in the Pember facility.**

>A meeting with Sara Dallos (SALS) will be scheduled in the near future.

The Pember Board voted to go into executive session at 6:52 pm. The Board reconvened in public session at 7:56 pm.

- ➔ **The Board acted to appoint Vice President Murray McHugh and Trustee Nancy Labate Bixby to serve as liaisons to the Village Board and the Town Board.**

Public Comment: There were no public comments.

The meeting was adjourned at 7:57 p.m.

The next regular meeting of the Board will be held on Thursday, September 16, 2021, at 6:00 pm.

Respectfully submitted,

/s/ *Jerry McKinney*
Secretary