

/MINUTES of the REGULAR MEETING of the
BOARD OF TRUSTEES of the PEMBER LIBRARY & MUSEUM
November 18, 2021

The Regular Meeting of the Board of Trustees of the Pember Library & Museum was held on November 18, 2021, at the Pember Building, located on West Main Street in Granville, NY.

The meeting was called to order by President Mary King at 6:06 p.m. The following Trustees, constituting a quorum, were present: Mary King (President); Robert Tatko (Treasurer); George Demas; Nancy Labate Bixby; Maria Hyatt; Rob McGuire; Gigi Zeitler. The following Trustees were excused: Murray McHugh (Vice President); Jerry McKinney (Secretary).

The following staff members were present: Kristen DeSantis (Library staff). The following staff members were excused: Bernadette Hoffman (Library Educator)

The representative from the Village of Granville Board of Trustees, Dan Brown, was not present.

There were no members of the public present.

The agenda was adopted.

The minutes of the regular meeting held on October 21, 2021, were approved.

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

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

→Payment for the insurance has been received from the Village of Granville.

→**The Board acted to authorize the Treasurer to pay all Library & Museum bills through December, 2021.**

The **Library Report**, prepared by Kristen DeSantis, was received and discussed. [*Report attached.*]

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

The **Liaison Report** was made by Murray McHugh and Nancy Bixby, Pember liasons to the Village Board.

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

a. Finance and Fundraising (George Demas, Rob McGuire, Bob Tatko)

b. Building and Grounds (George Demas, Bob Tatko, *Charlie King*)

→Work on the chimney is being done. The grant received is valid through Fall, 2022.

→The interior of the Library needs to be painted.

- c. Policies and Personnel (Mary King, Jerry McKinney)
- 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 insurance policy for the Pember is being revised.

New Business:

Public Comment: There were no public comments.

The meeting was adjourned at 7:06 p.m.

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

Respectfully submitted,

/s/ Jerry McKinney
Secretary

Please note: Trustee Bixby took the notes for this meeting.