

MINUTES of the REGULAR MEETING of the
BOARD OF TRUSTEES of the PEMBER LIBRARY & MUSEUM
December 16, 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); Murray McHugh (Vice President); Jerry McKinney (Secretary); Robert Tatko (Treasurer); Nancy Labate Bixby; Maria Hyatt; Rob McGuire; Gigi Zeitler. The following Trustee were excused: George Demas.

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

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

The following members of the public were present: Austin Crosier (*Granville Sentinel*).

The agenda was adopted.

The minutes of the regular meeting held on November 18, 2021, were approved.

The **Financial Report**, prepared by Treasurer 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 through January, 2022.**

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

→ **The Board acted to approve the Pember Library Engaged Planning Document.**

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 liaisons 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)

→ The Annual Appeal has raised nearly \$8000.

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

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:

→ Trustees Hyatt and Bixby will work to secure an insurance policy of at least \$1 million.

➔ **If the way be clear, the Board acted to authorize President King to sign a two-year agreement (through 2023) with the Town of Granville**

New Business:

Public Comment: There were no public comments.

The meeting was adjourned at 7:04 p.m.

The next regular meeting of the Board will be held on Thursday, January 20, 2022, at 6:00 pm.

Respectfully submitted,

/s/ Jerry McKinney
Secretary