

MINUTES of the REGULAR MEETING and ANNUAL MEETING of the  
BOARD OF TRUSTEES of the PEMBER LIBRARY & MUSEUM  
September 15, 2022

The Regular Meeting of the Board of Trustees of the Pember Library & Museum was held on September 15, 2022, 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); George Demas; Maria Hyatt; Rob McGuire; Gigi Zeitler. The following Trustees were excused: Nancy Labate Bixby.

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

The representative from the Village of Granville Board of Trustees, Dan Brown, was present.

The following members of the public were present: Bob Tatko.

The agenda was adopted.

The minutes of the regular meeting held on August 18, 2022, were approved.

The **Financial Report** was received.

→The Board reviewed the expense report for July, 2022.

→**The Board acted to authorize the Treasurer to pay all Library & Museum bills through September, 2022.**

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

- >The Library's circulation was up by 90 persons. There were 24 new patrons in August.
- >Friends of the Pember will donate \$500 for the upcoming reception for Ardyce Bressett.
- >Additional staff coverage will be needed: Tuesday—4 hours; Thursday—4 hours; Saturday--4 hours,

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

- >Saturday volunteers for the Museum are needed.

The **Liaison Report** was made by Murray McHugh, Pember liaison to the Village Board, and Village Trustee Dan Brown.

>The furnace will be fixed by September.

>Two bids to repair the chimney, using two different approaches, are being sought.

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

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

b. Property (George Demas, Maria Hyatt, Gigi Zeitler)

>Three apartments are rented (\$850/month + 2 mos. Security & 1 mo. rent)

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)

g. Hebron Nature Preserve (Murray McHugh, Nancy Bixby)

#### **Old Business:**

>The date of the reception for Ardyce Bressett is being rescheduled.

>The Work Force 642 computer work station is progressing. Rob McGuire and Gigi Zeitler are coordinating this project.

#### **New Business:**

**Public Comment:** There were no public comments.

The meeting was adjourned at 7:40 p.m.

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

Respectfully submitted,

/s/ *Jerry McKinney*  
Secretary