

MINUTES of the REGULAR MEETING of the
BOARD OF TRUSTEES of the PEMBER LIBRARY & MUSEUM
February 16, 2023

The Regular Meeting of the Board of Trustees of the Pember Library & Museum was held on February 16, 2023, 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; Rob McGuire; Gigi Zeitler. The following Trustees were excused: Nancy Labate Bixby; Maria Hyatt.

The following staff members were present: Kristen DeSantis (Library Director); Katie Poczobut (Pember Preserve Naturalist). 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: Robert Tatko (Financial Advisor).

The agenda was adopted.

The minutes of the regular meeting held on January 19, 2023, were not available.

The **Financial Report** was received.

- The Board thanked the Library Director for providing monthly financial reports and requested that she continue doing so.
- The Board acted to authorize the Treasurer to pay all Library & Museum bills through March, 2023.**

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

- The Board acted to extend Library hours: Wednesday 1:00—7:00 pm and Friday 1:00—6:00 pm.**
- The Board acted to approve the Conflict of Interest Policy.** [*Policy attached.*]

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

Trustee Dan Brown shared the following information in this **Liaison Report**:

- The Village contribution to the Pember will be increased.
- Bids to repair the chimney will be forthcoming.

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

a. Finance and Fundraising (Rob McGuire)

>Items will be sold at the upcoming Town-Wide Yard Sale.

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

>Trustee Demas submitted a report detailing the work that has been done on the Carriage House. The Board received the report with thanks for his hard work.

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)

>Trustee McGuire introduced the new Pember Preserve Naturalist, Katie Poczobut. Examples of the excellent programming she has done and is planning were shared with the Board. The Board welcomed Katie and expressed its thanks for the work she is doing at the Pember Preserve.

Old Business:

New Business:

Public Comment: There were no public comments.

The Board voted to move to an executive session at 7:05 p.m. The Board returned to regular session at 7:27 p.m.

The meeting was adjourned at 7:33 p.m.

The next regular meeting of the Board will be held on Thursday, March 16, 2023, at 6:00 pm.

Respectfully submitted,

/s/ Jerry McKinney
Secretary