

MINUTES of the REGULAR MEETING of the
BOARD OF TRUSTEES of the PEMBER LIBRARY & MUSEUM
March 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 6:03 p.m. The following Trustees, constituting a quorum, were present: Mary King (President); Murray McHugh (Vice President); Jerry McKinney (Secretary); Nancy Labate Bixby; George Demas; Maria Hyatt ; Rob McGuire; Gigi Zeitler. All Trustees were present.

The following staff members were present: Kristen DeSantis (Library Director). Bernadette Hoffman (Museum Educator) and Katie Poczobut (Pember Preserve Naturalist) were excused.

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

The following members of the public were present: none.

The agenda was adopted.

The minutes of the regular meeting held on February 16, 2023, were approved.

➔ **The Board acted to appoint Stephanie Munger to fill the vacancy as a Trustee (Class of 2025).**

The **Financial Report** was received.

➔ **The Board acted to authorize the Treasurer to pay all Library & Museum bills through April 2023.**

➔ **The Board acted to authorize the addition of Trustee George Demas as a signatory on the checking account for Pember accounts.** [*The other signatories are Trustee King and Trustee McKinney.*]

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.*]

There was no **Liaison Report**.

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

- a. Finance and Fundraising (Rob McGuire)
- b. Property (George Demas, Maria Hyatt, Gigi Zeitler)

→The Board acted to authorize the expenditure of \$535 for the installation of a new bathroom floor in the upper left apartment in the Carriage House.

- 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)

>The Board discussed the need for a more adequate toilet facility at the Preserve. The preferred option is a composting toilet. Information will be brought to the next meeting concerning this option.

Old Business: none.

New Business: none.

Public Comment: none.

The Board voted to move to an executive session at 7:05 p.m. The Board returned to regular session at 7:20 p.m.

The meeting was adjourned at 7:25 p.m.

The next regular meeting of the Board will be held on Thursday, April 20, 2023, at 6:00 pm.

Respectfully submitted,

/s/ Jerry McKinney
Secretary