

MINUTES of the ANNUAL MEETING of the
BOARD OF TRUSTEES of the PEMBER LIBRARY & MUSEUM
July 20, 2023

The Annual Meeting of the Board of Trustees of the Pember Library & Museum was held on July 20, 2023, at the Pember Building, located on West Main Street in Granville, NY.

The meeting was called to order by President Mary King at 6:04 p.m. The following Trustees, constituting a quorum, were present: Mary King (President); Murray McHugh (Vice President); Jerry McKinney (Secretary); Maria Hyatt (Treasurer); Rob McGuire; Stephanie Munger; Gigi Zeitler. Trustees Nancy Labate Bixby and George Demas were excused.

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: Robert Tatko.

President King confirmed that the Village Trustees appointed the following Trustees, nominated by the Pember Board, for the Class of 2026: Nancy Labate Bixby, Maria Hyatt, Mary King.

The first order of business was the election of officers for the coming year. The following Trustees were elected unanimously: Mary King—President; Murray McHugh—Vice President; Jerry McKinney—Secretary; Maria Hyatt—Treasurer.

The following Trustees were appointed to the Standing Committees:

- a. Finance and Fundraising—Rob McGuire, Maria Hyatt
- b. Property—George Demas, Maria Hyatt, Gigi Zeitler
- 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 agenda was adopted.

The minutes of the regular meeting held on June 15, 2023, were unavailable.

The **Financial Report** was received.

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

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 **Pember Nature Preserve Report**, prepared by Naturalist Katie Poczobut, was received and discussed. [*Report attached.*]

Dan Brown, Village Trustee liaison, reported that the Village Board has been working cooperatively with the Pember Board in addressing property and building issues. He expressed his thanks for the opportunity to work with the Pember Board.

The **Standing Committees** reported the following for information and action:

- a. Finance and Fundraising (Rob McGuire)
> On Thursday, August 3rd, the Pember will sell desserts at the Concert in the Park.
- b. Property (George Demas, Maria Hyatt, Gigi Zeitler)
➔ **The Board acted to release Allen Morris from the amount \$690 for his outstanding 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. Pember Nature Preserve (Murray McHugh, Nancy Bixby)
> Katie Poczobut (Pember Preserve Naturalist) has resigned. An application for new naturalist candidate has been received.

➔ **The Board acted to hire C&S Maintenance at \$32/hour to maintain the trail and grounds of the Preserve.**

Old Business: none.

New Business: none.

Public Comment: none.

The meeting was adjourned at 7:10 p.m.

The next regular meeting of the Board will be held on Thursday, August 17, 2023, at 6:00 pm.

Respectfully submitted,

/s/ Jerry McKinney
Secretary