

MINUTES of the REGULAR MEETING of the  
BOARD OF TRUSTEES of the PEMBER LIBRARY & MUSEUM  
April 18, 2024

The Regular Meeting of the Board of Trustees of the Pember Library & Museum was held on April 18, 2024, 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); Maria Hyatt (Treasurer); Nancy Labate Bixby; George Demas; Carol Knipes; Stephanie Munger. Trustee Gigi Zeitler was excused.

The following staff members were present: Bernadette Hoffman (Museum Educator).

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 March 21, 2024, were approved.

The **Financial Report** after examination and discussion, was received.

➔ **The Board acted to authorize the Treasurer to pay all Library & Museum bills through May 2024.**

>The financial report was presented.

The **Library Report** was not available. [*No Report attached.*]

>The yearly Library Report was presented. The Board expressed thanks to Kristen DeSantis for her work on the report. The report will be shared with the public ahead of the vote on becoming a “school districting” library.

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

The **Pember Preserve Report** was not available. [*No Report attached.*]

The **Liaison Report** noted the good work that had been done by the Village DPW. The Board expressed thanks to Scott Mackey and his crew.

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

- a. **Finance** (Maria Hyatt, Murray McHugh, Jerry McKinney)
- b. **Development** (*members needed*)

- c. **Property** (George Demas, Maria Hyatt, Gigi Zeitler)
  - >A new property manager will be needed. The Board expressed thanks to George Demas for the hard work he has put in managing the Pember property.
- d. **Policies and Personnel** (Jerry McKinney, Mary King, Nancy Labate Bixby)
- e. **Library** (Mary King, Maria Hyatt, Stephanie Munger)
- f. **Museum** (Nancy Labate Bixby, Murray McHugh)
  - >Trustee McHugh and Bernadette Hoffman are working on the ZBGA grant monies.
- g. **Events and Public Relations** (Gigi Zeitler, Stephanie Munger)
  - >The “Basket of the Month” fundraising effort will continue.
  - >There will be a Summer Arts Festival on August 17<sup>th</sup>, from 10:00 am–4:00 pm, at the Little League Park. We are working with Telescope Casual Furniture on this event.
- h. **Pember Nature Preserve** (Murray McHugh, Nancy Bixby, Bernadette Hoffman)

**Old Business:**

**New Business:**

**Public Comment:** none.

The next regular meeting of the Board will be held on Thursday, May 16, 2024, at 6:00 pm.

The meeting was adjourned at 7:03 p.m.

Respectfully submitted,

/s/ *Jerry McKinney*  
Secretary