

**Jordanville Public Library**  
**Board of Trustees Meeting**  
**Minutes – March 2, 2021**

- *Call to order* was at 6:30 PM by Lisa Wilber
- *Attending* were Garry Aney and Melinda Supp. By Virtual connection were Lisa Wilber, Debra Bronner, Barbara Poore and George Mower.
- The *Director's Report* was read by Melinda Supp.
- Motion to approve the Feb. 2, 2021 *minutes* was made by George Mower, seconded by Barbara Poore and passed unanimously.
- *Correspondence*: We have received our official Charter Document.  
The Town Codes Officer has provided the Certificate of Occupancy for the new addition.  
A letter inquiring if we wanted to buy a pass to visit the S.S. Slater battleship. No interest at this time.  
Renewal letter for NYLA membership. Melinda Supp renewed JPLs membership online.  
IRS stating that we don't have to file form 940.
- *Old Business*: Research by Melinda Supp and Garry Aney regarding payroll options has revealed that MYLS has a contract with "Paychecks" in which we can partake at a cost of \$1.50 per check, however they have not provided details regarding "Withholdings" procedures. Melinda and Garry will investigate further.  
"Quick Books" program has a "Payroll" element if a subscription is purchased. That route will also require the Treasurer to learn the program.  
The contractor has been contacted and stated he will be here soon to evaluate widening of the door between the Main room and History room to accommodate a wheelchair.  
A motion was made by Debra Bronner, seconded by Barbara Poore and passed unanimously to post an advertisement for a "Substitute Library Aid". Melinda Supp will oversee this.  
Research in to postal rates for Non-Profit Bulk mail has not resulted in an answer regarding a discount. It has been suggested that the cost of mailing a newsletter may be too high and that the newsletter could be transformed into an article for the newspaper. It may also be handed out through the local schools.
- *New Business*: Lisa Wilber will contact Fred Siebert regarding a possible collaboration between JPL and ODY for purchasing T-Mobile Hotspots.  
Trustee Terms were analyzed and the conclusion is that Garry Aney and Barbara Poore are at the end of their terms. Garry is obtaining petition signatures with the intent of

running for another term. Barbara has decided not to run again, additionally two new seats are available to be filled due to the terms of the Charter update.

- *Treasurer Report:*

*Income:* \$110 was received from MYLS from the LLSA.

*Transfers:* \$600.00 from the Money Market to the Robinson/Roosevelt account for the purpose of maintaining a balance above \$1,000. In order to continue earning interest and for funding completion of the ramp, door and porch.

*Held over invoice #2102-13:* T-Mobile for the month of February (was not received before last meeting) \$290.

*This month's invoices:* The Frame Shop (frame for charter) \$109.42, NYSEG \$46.90, Broedart Fuel \$463.24, Spectrum \$49.11, ADP \$470.60, MYLS \$402.14

*Payroll:* M. Supp \$640.90, R. Hunt \$216.94, C. Sturcke \$365.36

*Petty Cash:* reimbursed \$19.97 for window cling for restroom.

Account Balances:

ADK Business \$3395.03, ADK Savings \$21,895.26, Money Market \$24,159.07

Robinson/Roosevelt \$1,084.38, Petty Cash \$136.78

- *Executive Session:* Tabled for in person meeting.
- *Next Meeting:* April 6, 2021 at 6:30 PM
- *Motion to adjourn* made by George Mower, seconded by Garry Aney, passed.
- *Adjourned* at 8:32 PM