

Jordanville Public Library

Board of Trustees

Meeting Minutes

April 6, 2021

- **Call to order** was at 6:42 PM by Lisa Wilber
- **In Attendance** was Lisa Wilber, George Mower, Garry Aney, Melinda Supp, Marlys Pronko and Debra Bronner (by remote connection).
- **A Motion to approve the Minutes** from the March 2, 2021 meeting was made by Debra Bronner, seconded by George Mower and passed unanimously.
- **Correspondence:** Marlys Pronko read a letter to the Friends of the Jordanville Public Library from the Internal Revenue Service requiring the Friends to file extensive paperwork because when they incorporated they were inadvertently misclassified as a Private Foundation. Marlys had called the IRS after receiving the letter and was told that in order to reclassify the Friends there would need to submit a great deal of paperwork and a \$500 fee to the IRS. After careful consideration the group voted to dissolve and donate their finances to the library. The Library Board advised them to engage in careful research to insure that the process would proceed without incident.
Garry Aney presented subscription letters from the Adirondack Mountain Club and the Adirondack Experience. Decisions regarding subscription were tabled pending further research.
An award letter was received from the Anna L. Mabey foundation in the amount of \$3500 for funding the annual data usage fee of the "Hotpot Lending Program".
- **Old Business:**
Postal permit for bulk mailing was tabled pending contact from UPS with further details.
Construction project; decking has been completed and installation of railings is in progress. Awaiting contractor for widening doorway to main room. Lisa Wilber has been purchasing shrubs for the Memorial Garden. The Library Manager will contact the Town regarding obtaining top soil as soon as the Groundskeeper has completed cleanup of construction materials.
T-Mobile is review the Library Formation papers submitted by the Library Manager for the purpose of determining our usage rate classification.
Garry Aney received more forms from the Fidelity investment company to be completed for changing the administrator names on the account. He also

arranged and engaged in a conference call between Fidelity and Marlys Pronko (former treasurer) and Ken Empie (former board member), the previous administrators, to arrange the name transfer. A resolution was achieved and the library now has access to the account through Garry Aney as administrator.

- **New Business**

The Library Manager has received information from MYLS regarding a Pandemic Recovery Grant available through CLRC. The Board requested that the Manager apply for reimbursement of the additional construction materials that were required to be purchased for the design change that ensued due to the building code change which was implemented while construction was “Shutdown” by the Governors mandates due to the Pandemic. Had the “Shutdown” not occurred the construction project would have been completed before the building code was changed.

The Board recommended that the Library Manager have the Newsletter posted on the Library’s Facebook page.

- **Treasurer’s Report:**

- We are awaiting an invoice from Curtis Lumber regarding the last order of decking material for the ADA ramp, therefore the Robinson/Roosevelt balance is not up to date.
- The Tax Cap Filing with the Comptroller has been updated and the annual 990e file will be inquired about with the accountant.
- The last bank statement did not reconcile with the ADP statement. ADP’s explanation was that they applied the incorrectly withheld Paid Family Leave Withholdings from 2020 to the 2021 administration fee.
- In consideration of the issues incurred in resolving control of the Fidelity Account it was advised that the Treasurer look into the control status of the Bank of America Stock.
- The Treasurer requested a Board decision regarding the Verizon account credit of \$146.64. The Motion was made by George Mower, seconded by Debra Bronner and passed to request a refund of the money.
- The remaining balances were not available at this time and the Treasurer stated that he will email them to the Board members.

Vouchers: ODY- \$50 for yearbook ad, T-Mobile-\$401.80 (total of two bills), NYSEG-\$46.90, Spectrum-\$98.22 (carryover), MYLS-\$142.47, Hummells-\$39.58 (filefolders and ink cartridge), Broedart Fuel-\$539.52,

Payroll: C. Sturcke\$367.40, R. Hunt-\$68.88, M.Supp-\$907.04.

- **The Next Meeting** will be held May4, 2021
- **Motion to Adjourn** was made by George Mower, Seconded by Lisa Wilber and passed at **9:08 PM**