

**South Central Regional Library Council
Board Meeting
December 17, 2021
Online Zoom Meeting**

Present:

Megan Biddle
Keturah Cappadonia
Gaby Castro Gessner
Steph Cowling-Rich (left at 11:04)
Kristin Dade
Sarah Glogowski
Jean Jenkins
Marge Kappanadze
Curtis Kendrick
Fiona Patrick
David Stevick
Brian Sullivan
Nicole Waskie-Laura
Karin Wikoff

Excused:

Julia Iannello

Staff:

Diane Capalongo
Danna Harris
Mary-Carol Lindbloom

Guests:

Matt McSherry
Kacie Harder

Presiding. K. Cappadonia called the meeting to order at 10:30 a.m.

**DOC.#2021 – 65,
66, 67**

Consent Agenda. J. Jenkins moved to approve the consent agenda, seconded by K. Dade. Approved. K. Cappadonia asked if there were any objections to moving the audit report to the first item of business; M-C Lindbloom requested that Member Dues and gift cards for the staff be added to the agenda.

**DOC.#2021 – 68,
69**

Finance & Audit Committee Report, 2020-2021 Independent Auditor’s Report: Matt McSherry. Matt McSherry presented the auditor’s report. The audit process went very smoothly this year thanks to SCRLC staff. As always, the Council continues to be in excellent financial shape. Even with the early part of the COVID pandemic and the financial uncertainty when 25% our budget was withheld by the State the Council was able to continue with our mission and keep staff employed. The PPP program helped us maintain our stability throughout the pandemic. The auditing firm was prepared to issue an unmodified, unqualified opinion (the highest they can provide) that SCRLC is in a very good financial position.

DOC.#2021 - 70

IRS 990 202. K. Wikoff moved to approve the 2020 IRS 990, seconded by S. Glogowski. Approved.

Nominating and Board Development Committee Report. J. Jenkins presided over the appointment of Curtis Kendrick, Dean of Libraries,

Binghamton University. A motion to approve his appointment was made by J. Jenkins. All approved.

2022 Board Officers. K. Dade has volunteered to serve as president; K. Cappadonia will stay on as vice president. S. Glogowski will continue as treasurer. M. Biddle volunteered to serve as secretary. J. Jenkins moved to approved the board officers. All approved.

Committee Assignments. C. Kendrick will join the Personnel Committee; As president, K. Dade will serve as ex officio on all committees. D. Stevick volunteered to serve as the at large member on the executive committee replacing M. Biddle.

DOC.#2021 – 71

October 2021, Bill Sheet #4.

S. Glogowski highlighted out of the ordinary expenses for October: Printing of the Immigration exhibit, vendor subscriptions, Michael Stevens' payment, annual report design, annual meeting gift cards for award winners. A motion to approve the October bill sheet was made by S. Glogowski, seconded by K. Dade. Approved.

DOC.#2021 - 72

November 2020 Bill Sheet #5. S. Glogowski highlighted out of the ordinary expenses for November: NEJM, EBSCO, and OCLC subscriptions, car insurance, NYLA expenses, BARC payment, and annual fee for NY Heritage. A number of adjustment entries were made due to a technical amendment passed by the governor that moved RBDB into the operating budget/basic aid. A motion to approve the November bill sheet was made by M. Kappanadze, seconded by C. Kendrick. Approved.

DOC.#2021 - 73

Interlaken Public Library Member Application. A motion to approve was made by D. Stevick, seconded by M. Kappanadze. S. Glogowski abstained. Approved.

Gift Cards for Staff. A motion to approve \$50 gift cards for the 5 SCRLC staff members was made by J/ Jenkins, seconded by M. Biddle. Approved.

Member Dues Task Force. A motion to approve convening a member dues task force was made by S. Glogowski, seconded by C. Kendrick. Approved. Board member volunteers to serve: K. Wikoff, S. Glogowski, C. Kendrick, J. Jenkins, M. Kappanadze. M-C Lindbloom will send an email asking for member volunteers.

Vaccinations and Interns. A motion to approve was made by C. Kendrick the following: During periods of public health crisis the executive director has the prerogative to require that paid staff as well as interns or other voluntary workers provide documentation of compliance

with appropriate recommendations of public health officials requirements; seconded by D. Stevick. Approved.

Bylaws. Our bylaws state that we only need a quorum to begin a meeting but according to Robert's Rules of Order we need a quorum for every vote. M-C Lindbloom will be convening the Bylaws Committee to discuss.

Adjournment. A motion to adjourn made by J. Jenkins, seconded by K. Dade. Meeting adjourned by K. Cappadonia at 11:51 a.m.

Respectfully Submitted,

Megan Biddle