

Aurora Free Library
Board Minutes
March 18, 2021

Present: Steve Moolin, Thea Miller, Susan Deacon, Jim Burkett, Natalie Kimbrough,
Ellen Baker Wikstrom

Absent excused: Susan Dean

Absent: Andre Lynch

Staff Present: Sandy Groth

The meeting was conducted via ZOOM in compliance with recent social distancing recommendations and NYS Executive Orders in response to the COVID-19 Pandemic. The meeting was recorded. All participants were in their homes.

1. President Steve Moolin called the meeting to order and welcomed all in attendance.
2. Conflict of Interest – No conflicts of interest were noted.
3. Consent Agenda – Ellen made a motion to approve the February 25, 2021 Board of Trustees minutes and the March 18, 2021 agenda. Thea seconded the motion.
CARRIED
4. Treasurer’s Report – Thea reminded the trustees that the Aurora Free Library operates on a cash basis. Operating expenses for January and February were greater than revenue for the two months. Nevertheless, sufficient funds are in the bank account to cover expenses until the big infusion of cash in October/November when the SCCS forwards tax revenues collected for the library.
5. Director’s Report – Sandy noted several items:
 - a. The annual report has been completed and submitted.
 - b. She is preparing grant requests, particularly the Rosen Grant request which funds much programming.
 - c. The possibility of opening the library further to in person browsing is in the future.
 - d. The time for quarantining return books is under review.
 - e. Expect a law forthcoming in the term of Congress requiring trustees to have 2 hours of CEU’s per year.
 - f. By June 1 the library will be required to be open 20 hours per week. This includes curbside service.

6. Committee Reports –
 - a. Fundraising – no report
 - b. Morgan Opera House – Much uncertainty exists about reopening. The Howland Stone Store Museum is exploring a collaboration around their Centennial plus One celebration this summer.
 - c. Preservation – Floor replacement and front door refinishing is on the calendar for this year. A meeting with the contractors will further pin down the dates but expect the October/November time frame. To obtain the state construction grant the work would normally have to have been done in June/July this year, but an extension is granted due to the pandemic.
 - d. The C-19 committee has nearly completed its work in guiding the library through the pandemic.

7. New Business –
 - a. Calendar – Steve reviewed the projected 2021 Board calendar.
 - b. During this calendar year the policies and the bylaws of the library need to be reviewed.
 - c. There will be some board turnover next year. Steve would like to appoint a nominating committee in June to begin the work of finding new board members.
 - d. A reminder that board sexual harassment training must be completed by September 30 The Long Range Plan needs to be adopted this year.
 - e. In-person board meetings – This was referred to the C-19 committee to bring a recommendation to the board about returning to in-person board meetings.

8. Old Business –
 - a. Steve reminded the board members that the Conflict of Interest, Ethics, and Whistleblower forms must be signed and returned to Sandy by May 1.
 - b. Sandy will get Trustee Handbooks to the new board members.

9. Adjournment – Ellen move to adjourn the meeting. Natalie seconded the motion.
CARRIED

10. The next Aurora Free Library Board meeting will be April 15, 2021. Minimum standards for libraries will be discussed at that meeting.