

Aurora Free Library
Board Minutes
December 16, 2021

Present: Steve Moolin, Susan Deacon, Natalie Kimbrough, Ellen Baker Wikstrom, Thea Miller, Sue Dean, Jim Burkett (joined at 5:59)
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. Ellen Baker Wikstrom called the meeting to order and welcomed all in attendance.
2. Conflict of Interest – No conflicts of interest were noted.
3. Consent Agenda – Ellen Baker Wikstrom made a motion to approve the November 18, 2021 Board of Trustees minutes and the December 16, 2021 agenda. Sue Deacon seconded the motion. CARRIED
4. Treasurer’s Report – Thea reported that the tax check from the school has been received. It was noted that there is an operating deficit for 2021. Questions were raised about why the deficit is occurring. Thea explained that it has to do with grant receipts (primarily construction aid) from previous years and that were expended in 2021. Further analysis will be conducted to verify that the deficit is not an abnormality.
5. Director’s Report –
 - a. The floor is finished and the library has completed the move back into the building. Tomorrow Friday December 17, 2021 the library will reopen.
 - b. As expected because the library has reduced operations, the door count and circulation are down, however, people continue to use the services.
 - c. Sandy is still advertising to fill the position being vacated by Susan’s retirement.
6. Committee Reports –
 - a. Fundraising –
 - i. The Book Lovers Ball netted \$24,200 this year.
 - ii. The annual appeal was recently sent.
 - b. Nominating –
 - i. A number of individuals have been asked to join the board. To date there have been no commitments. The committee will keep working on recruiting new board members. It is now a priority.

Officers – Thea will continue as Treasurer if more of the responsibility for bookkeeping is shifted to the bookkeeper.

- c. Morgan Opera House –
 - i. The Chamber Quartet was well received and well attended. About 60-70 people in attendance.
 - ii. The trombone performance went well. An estimated \$270 was raised for the King Ferry Food Pantry.
 - iii. The committee is looking for ideas for 2022.
- d. Preservation –
 - i. The flooring project is complete.
 - ii. The electrical work is complete.
 - iii. Weatherproofing for the NW corner of the building is slated for March, 2022

7. Old Business

- a. Budget – Thea presented a draft budget for 2022.
 - i. Fund raising revenues are budgeted conservatively. Grant revenues are budgeted at \$16,000, however, receipts will balance with expenses. Tax revenues are budgeted at the same level as 2021.
 - ii. Expenses include an increase in the allocation for the bookkeeper, and a 5% increase in wages. Other expenses are budgeted at the same level as 2021.
 - iii. The projected budget as presented has a \$4,400 deficit. Thea will work on additional adjustments to balance the budget for 2022.
- b. Sandy presented updated policies for consideration. Steve Moolin moved to approved Bulletin Board, Library Space Use, Materials Donation, and Meeting Use policies. Ellen Baker Wikstrom seconded the motion.
CARRIED

8. New Business –

- a. Annual Association Meeting – Thea Miller moved that the Annual Association Meeting be held on February 17, 2022. Steve Moolin seconded the motion. CARRIED

- 9. Adjournment – Ellen Baker Wikstrom moved to adjourn the meeting. Sue Dean seconded the motion. CARRIED