

Guernsey Memorial Library  
Board of Trustees  
June 10, 2021  
DRAFT

Attendance: L. Mody, P. Horton, L. Chwazik, A. Eaton, P. Giltner, J. Clement, L. Mealing,  
C. Dalrymple, K. Hazen, Absent: W. Burdick /

Library Tour at 6:00 pm.

NBT Investment Department Representatives: MaryAnn Scheer and Scott Fiedler  
Account and Investment Review. (Attached)

The value of our investment account has increased by about \$211,000.

We have \$227,000 in cash.

A decision needs to be made if we need that much cash on hand or if some should be re-invested.

It may be time to re-balance our portfolio.

Meeting called to order by President L. Mody at 7:05 pm.

Minutes of the May 13, 2021 meeting were approved upon a motion by P. Giltner.  
2nd L. Mealing.

**Reports:**

**Treasurer's Report - W. Burdick - none**

Finance Committee Report - Bills were paid.

Blanket Purchase Orders-Large Bills - none

Finance Committee report was approved upon a motion by L. Chwazik. 2nd P. Horton.

**Director's Report: C. Dalrymple (attached)**

The Board suggested permanent projection equipment for the Community Room to be added to the list of building priorities.

**Children's Librarian Report: K. Hazen (attached)**

Board - None

**Unfinished Business:**

Audit Deadline is July 1st. Waiting for one more proposal. Tabled until July meeting.

Building Project priorities were listed in the Director's Report.

After discussion a motion to seek RFPs for an architect was made by P. Giltner.

2nd L. Chwazik. Approved.

End of the Year Spending Proposals:

Outbuilding: Kauffman Brothers estimate for \$8,262.00 was approved upon a motion by

J. Clement. 2nd A. Eaton.

Electrical: Westcott's bid of \$12,890. was approved upon a motion by L. Chwazik. 2nd P. Giltner.

Microfilming was placed on hold at this time.

**New Business**

The Union negotiating team will meet with the Board's negotiating team which consists of the President, C. Dalrymple, and L. Mealing.

**Correspondence:**

NBT Insurance notified us that our policy is due in September. We might want to consider Cyber Liability and Crime coverage.

The meeting went into executive session at 8:03 pm upon a motion by J. Clement. 2nd A. Eaton. C. Dalrymple's evaluation and salary increase were discussed. L. Mody and L. Chwazik will meet with her in June.

The Board left Executive session at 8:20 pm upon a motion by J. Clement. 2nd A. Eaton.

A committee to upgrade the evaluation forms will consist of L. Chwazik, J. Clement and A. Eaton.

The tour of the building will resume before the July 8, 2021 at 6:00 pm.

As there was no further business, the meeting adjourned at 8:26 upon a motion by P. Horton. 2nd L. Mealing.

Jane S. Clement, secretary