

Fern Ridge Library Board of Directors Meeting
Wednesday December 8, 2021
Meeting conducted virtually via ZOOM

Board Members: Erik Carlstrom; Bri Piccioni; Jerri Moore; Olivia Johnson
Absent Excused: Steve Recca

Staff: Library Director: Colin Rea; Business Manager: Lesley Steppan

Public: None

OPENING

Call to Order

Chair, Erik Carlstrom, called the meeting to order at 7:0 pm.

Review agenda

No changes to the agenda.

Review minutes

Jerri pointed out that there was an incomplete sentence in the regular minutes and Bri indicated an error in the attendance of the executive session minutes.

Bri Piccioni moved to accept the minutes as amended. Jerri Moore seconded. With no further discussion, motion passed unanimously.

Hearing of Patrons

None present.

Correspondence

No correspondence.

ITEMS OF BUSINESS

Audit Update

There has been no word from Mark at Emerald CPA. They have all the material needed but are a little backlogged this year. Business Manager Lesley Steppan will call to check in.

Expanded Hours and Reduced Fines

Director Colin Rea indicated that as of January 1 the late fees for books would be waived permanently, but that fees for DVDs would be reinstated, as per discussions in previous board meetings. Hours for the library would be amended in 2022 to a 50 hour week, with evening hours until 7pm Tuesday-Friday. Because these issues are not specifically covered in the policy manual, but rather are procedural, no vote from the board is necessary.

Board Chair Erik Carlstrom opened an executive session at 7:15.

Having made no decisions, Board Chair Erik Carlstrom closed the executive session at 7:26.

REPORTS

Chair – E. Carlstrom

Nothing to report. As always, Erik keeps the pulse of the community and monitors how the library is perceived.

Director – C. Rea

The library is operating smoothly and has on-boarded two new employees. One of those, Youth Service Coordinator Nicole McLaws has begun to offer limited live programming.

Financial – L. Stepan

Business Manager Lesley shared the November financial report. She pointed out that the grounds line item appears to be very high because the reconciliation of the grant money from AARP for the expenses incurred by the library has yet to happen.

Foundation & Grants – C. Rea

The Foundation does not meet in December so there is little to report. Colin noted that several donations have been received in memory of an Elmira High School student who passed away. The Foundation will send letters of thanks acknowledging these special donations.

Friends – J. Moore

Jerri discussed with Pat Baron how best to get information from the Friends to the Board.

Grounds – S. Recca

No report given.

LCOG – S. Recca

No report given.

Art – J. Moore

Nothing to report.

Technology – E. Carlstrom

Nothing to report.

POLICY REVIEW

None reviewed.

FOR THE GOOD OF THE ORDER

Lesley announced that she had a biopsy of a bump on her nose and it was cancerous. She will likely have it removed in January.

Chair Erik Carlstrom adjourned the meeting at 7:39pm.

Respectfully,
Colin Rea, Library Director