

John Jermain Memorial Library  
April Board Meeting  
April 21, 2021  
Conducted remotely via ZOOM

I. President Gloria Primm Brown called the meeting to order at 5:31 pm. Attending were trustees Susan Edwards, Michael Garabedian, Nick Knab, Patricia McCormick, Bill McCoy, Ann Sutphen and Bob Weinstein, as well as library director Catherine Creedon. Members of the public: Wonda Miller, Nada Berry.

II. Approval of March Minutes. Motion by McCoy, second by Weinstein, unanimously approved.

III. Treasurer's report.. Motion to approve report by Edward, second by McCormick, unanimously approved. Treasurer's report attached.

IV. Friends' Report: The Friends will sponsor a virtual visit to the NY Metropolitan Museum of Art on April 28; the cost is \$10. The Friends are exploring a cookbook featuring local chefs and cooks.

V. Director's Report: Report and statistics, attached.

VI. Committee Reports:

- Buildings and Grounds: met to review HVAC system issue, and space and safety updates taken in response to Covid=19
- Finance: no meeting
- Fundraising: no meeting
- Personnel: met to discuss tuition reimbursement policy; recommended that Creedon explore increasing reimbursements.
- Policy: The committee met to continue revising the policy manual and bylaws.
- Parks: Knab reported that restrooms were renovated.

VII. Old Business:

The board discussed changes to the state statistics standards.

VII.New Business:

- a. Circulation Policy. Creedon presented a revision to the circulation policy (attached) to reflect current practice and to conform with state policy. Sutphen made a motion to adopt, Knab seconded. Unanimously approved.
- b. Trustee Elections. Creedon reported that Sag Harbor District Clerk Mary Adamczyk has recommended that the three highest vote-getters be elected to three-year terms and the two next highest vote-getters be elected to two-year terms. Board asked Creedon to contact legal counsel about other options. Knab announced that he will be leaving Sag Harbor and will not stand for reelection.
- c. Personnel Updates. Jamie Mott will move to full-time status on July 1. Following Erica Arnold's resignation, the role of Assistant Director Wonda Miller has been expanded to include additional Bookkeeping and Banking responsibilities, for a 360-degree view of library operations. Arielle Hessler will take on adult programming. JJML has hired an independent contractor to take on tech responsibilities.
- d. State funding. Creedon reported that the New York State Assembly restored some funding for library construction and systems support.
  - a. 2022 Budget. Creedon will begin work on a new budget, noting that certain costs, such as workers' compensation insurance and electricity are expected to go up.
- e. Public Expression. Barry noted that Knab was a welcome addition to the board, a young man with a fresh outlook – and was the first to take notes via computer.
- f. Motion to adjourn by Sutphen, second by McCoy. Unanimously approved. Meeting adjourned at 6:45 pm.

Respectfully submitted,  
Patricia McCormick, Secretary