

MINUTES of the REGULAR MEETING of the
BOARD OF TRUSTEES of the PEMBER LIBRARY & MUSEUM
November 19, 2020

The Regular Meeting of the Board of Trustees of the Pember Library & Museum was held on November 19, 2020, at the Pember Building, located on West Main Street in Granville, NY.

The meeting was called to order by President Mary King at 6:05 p.m. The following Trustees, constituting a quorum, were present: In person—Mary King (President); Murray McHugh (Vice President); Jerry McKinney (Secretary); George Demas (Treasurer); Nancy Labate Bixby; Maria Hyatt; By internet—Rob McGuire; Gigi Zeitler. Charlie King was excused.

The following staff members were present: In person—Ardyce Bresett (Library Director); By internet—Bernadette Hoffman (Museum Educator).

The representative from the Village of Granville Board of Trustees, Gordon Smith, was present.

The following Board Advisors were present: Robert Tatko (Financial Advisor).

The following members of the public were present: Austin Crozier (*Granville Sentinel*). No members of the public asked to attend by internet.

The agenda was adopted.

The minutes of the regular meeting held on October 15, 2020, were approved.

The **Financial Report**, prepared by Robert Tatko, was received.

>>>A grant application for roof repairs has been approved by SALS. Approval by the State of New York is needed to complete the grant.

>>>The PPP loan forgiveness is awaiting final government guidance.

>>>There is a need for sustainable income plan.

>>>All accounts are in good order. The Pember has no debt.

➔ **The Board acted to authorize the Treasurer to pay all Library & Museum bills for December, 2020.**

The **Library Report**, prepared by Library Director Ardyce Bresett, was received and discussed. [*Report attached.*]

>>>The staff is working on Christmas decorations for the outside of the building.

The **Museum Report**, prepared by Museum Educator Bernadette Hoffman, was received and discussed. [*Report attached.*]

Standing Committees:

>>>Board members were assigned to the Standing Committees. They are:

- a. Finance and Fundraising: George Demas, Rob McGuire
- b. Building and Grounds: Charlie King, George Demas
- c. Policies and Personnel: Mary King, Jerry McKinney
- d. Library: Maria Hyatt, Mary King,
- e. Museum: Nancy Labate Bixby, Murray McHugh
- f. Events and Public Relations

>>>Volunteers will be recruited from the public to serve on these committees.

Old Business:

→The Board discussed the steps required to become a “school districting” library. It was agreed that a discussion needs to be held with members of the Pember Family concerning necessary changes to the deed covenant. Additionally, the Board will begin work on a new five-year plan for the Pember.

New Business:

Public Comment: none

The meeting was adjourned at 6:59 p.m.

The next regular meeting of the Board will be held on Thursday, December 17, 2020, at 6:00 pm.

Respectfully submitted,

/s/ Jerry McKinney
Secretary