

**James Prendergast Library Association  
Board of Trustees  
Minutes of the Meeting Held on December 16, 2021**

President, Dan Hickman called to order the Board of Trustees Meeting at 5:16PM.

Present: Micki McCray, Maggie Scorse, Lori Fabritius, Lynn Warner, Mary Zdrojewski, Ned Lindstrom, Mike Corey, Cassie Blakeslee and Frank Corapi

Absent: Joni Blackman

Staff present: Annie Greene, Tress Williams and Jen Champ

1. Public present – (3) – 2 potential new Board members, Abbey Soffel and Judith Long, were in attendance and introduced themselves.
2. Consent Agenda – A motion was made (Dan Hickman/Maggie Scorse), passed and carried to accept the agenda as listed with the addition of 2 items under Unfinished Business and to approve the minutes of the previous meeting.
3. Director’s Report/Statistics – (November)

Annie Greene (ED) noted that the report had been sent to all Board members prior to the meeting and asked if there were any questions. She noted highlights included the Open House held on November 11 which showcased the new collection items including science kits, board games (very popular) and literacy theme boxes; making good use of CBA funding, the library has added several new Spanish books and subscribed to the Wall Street Journal; over \$500 was raised during the Give Tuesday Campaign and the funds were used to purchase new furniture for the Teen Area; and the Library received a grant of \$5200 from the Hultquist Foundation to be used for the purchase of additional maintenance equipment.

4. Fundraising Committee Report –

ED Annie Greene reported that the JPL tee-shirt has been designed and are awaiting printing. They will go on sale in January of 2022. She noted that past donations from Cummins Engine have always gone towards sponsorship of the Literacy Run and had been considered a fund raiser contribution. Cummins has changed that to a grant – it is now listed under grants and is not reflected in the fundraising budget. The 2022 fundraising plan will be presented at the January meeting.

5. Nominating Committee Report –

- a) Chair Lynn Warner made a motion to accept the nomination of Abbey Soffel and Judith Long as new Board members. The motion was seconded by Dan Hickman and passed unanimously.
- b) Election of Trustees – A motion was made (Maggie Scorse/Lori Fabritius) passed and carried to accept the election of Michael Corey and Frank Corapi for second terms.
- c) Election of Officers – A motion was made (Lynn Warner/Frank Corapi), passed and carried to accept the following slate of officers for 2022 –

President – Dan Hickman

Vice President – Ned Lindstrom

Treasurer – Michael Corey  
Secretary – Cassie Blakeslee

6. Treasurer's Report –

Treasurer Mike Corey presented the monthly financials for November. He noted that the income was down because as of November 30<sup>th</sup>, the City of Jamestown had not forwarded the payment owed (the Library received the funds this week and will the amount will be reflected in the December report). Otherwise all areas were within expected ranges. A motion was made (Cassie Blakeslee/Maggie Scorse), passed and carried to accept and file said report.

7. Strategic Plan Committee Report –

ED Annie Greene said that while no meeting had been held in November, significant progress had been made on the Plan. The 2021 Report will be presented at the January meeting.

8. New Business –

- a. Update check signer Resolution - A motion was made Mike Corey/Maggie Scorse), passed and carried to accept the updated Resolution as follows:

The James Prendergast Library Association Board of Trustees approves the following:

Effective January 1, 2022, only the following people will be allowed to sign checks for JPLA bank accounts at Northwest Savings:

1. Dan Hickman – President
2. Ned Lindstrom – Vice President
3. Michael A Corey – Treasurer
4. Kathleen Blakeslee – Secretary
5. Annie Greene – Executive Director
6. Janet Mescall – Business Office Manager only allowed to sign checks from the Special Account

Resolution Regrading Authorized Signature for Bank Accounts

The James Prendergast Library Association Board of Trustees approves the following;

Effective January 1, 2022, the following people are no longer authorized to sign checks for JPLA bank accounts at Jamestown Savings Bank/Northwest Savings:

1. Micki McCray

- b. Proctoring Policy – A motion was made (Lori Fabritius/Mary Zdrojewski), passed and carried to accept the updated Proctoring Policy as presented by ED Annie Greene.

9. Unfinished Business –

- a. President Dan Hickman asked for the status of on the hybrid meeting technology and implementation. ED Annie Greene explained we've received the device but everyone is still learning how best to utilize it. It is expected to be up and functioning by the January meeting.
  - b. President Dan Hickman and ED Annie Greene both took the opportunity to thank the 4 outgoing board members – Micki McCray, Lynn Warner, Maggie Scorse and Lori Fabritius – for their contributions to the Board and JPL over the past several years and stated their experience and council will be missed.
10. Next meeting is January 20, 2022 at 5:15pm – place TBD
  11. A motion was made (Lynn Warner/Lori Fabritius), passed and carried to adjourn at 5:51pm.

Respectfully Submitted by  
Micki McCray  
Secretary