

Board of Trustees of Morley Library

March 17, 2021

A regular meeting of the Board of Trustees of Morley Library via teleconference was called to order at 4:35 P.M. on March 17, 2021 by Mr. Keener. The following members were present:

Ms. Coffee	Mr. Di Iorio	Mr. Gorom	Mr. Keener	
Ms. Lipps	Ms. Nasca	Ms. Severa	Dir. Martinez	Ms. Norman

Mr. Keener moved that the Board enter into executive session for the purpose of discussing a personnel matter. Ms. Nasca seconded, the motion passed unanimously, and the executive session began at 4:37 P.M.

Upon exiting the executive session, the minutes of the February 17, 2021 regular Board Meeting were reviewed. Mr. Di Iorio moved that the minutes be approved as submitted, Ms. Nasca seconded, and the motion carried unanimously.

Ms. Norman reviewed the February Treasurer's Report. Ms. Lipps moved that the report be accepted, Mr. Di Iorio seconded, and the motion passed unanimously.

Ms. Norman reviewed the proposed 2021 Permanent Appropriation, and recommended adoption of the following:

Resolution 2021-05 Permanent Appropriation for 2021

GENERAL FUND

Salaries and Leave Benefits

1100 Salaries	\$1,225,610
1400 OPERS	169,342
1610 Medical Insurance	292,571
1620 Medicare	17,772
1630 Dental Insurance	24,091
1640 Vision Insurance	1,640
1650 Worker's Compensation	1,400
1660 Life Insurance	556
1910 Employee Memberships	850
	<u>\$1,733,832</u>

Supplies

2110 General & Administrative Supplies	\$ 5,500
2120 Processing Supplies	12,000
2151 Program Supplies – Adult & Teen	7,000
2152 Program Supplies – Children	8,000
2200 Maintenance & Repair Supplies	25,000
2900 Other Supplies	1,700
	<u>\$ 59,200</u>

Purchased & Contracted Services

3110 Travel & Meetings	\$ 4,000
3120 Training	3,100
3151 Program Refreshments – Adult & Teen	700
3152 Program Refreshments – Children	500
3200 Communication, Printing, Publicity	19,400
3250 Marketing Expense	4,000
3310 Building Maintenance & Repair	123,100
3320 Equipment Maintenance & Repair	15,600

3370 Security	47,600
3400 Insurance	19,100
3500 Rents & Leases	7,300
3600 Utilities	150,000
3700 Professional Services	28,700
3751 Program Services – Adult & Teen	4,500
3752 Program Services – Children	2,000
3800 Library Material Control Services	<u>96,600</u>
	\$526,200

Library Materials & Information

4100 Books & Pamphlets	\$133,700
4110 E Books	40,000
4200 Periodicals	9,550
4210 E Periodicals	9,000
4320 AV - Music CDs	3,000
4321 AV – Digital Music	1,300
4330 AV - Audiobooks	11,500
4332 AV – Digital Audiobooks	22,000
4360 AV – DVDs	32,000
4361 AV – Digital DVDs	4,000
4362 AV – Digital TV Series	2,500
4380 AV – Video Games	10,000
4510 Data Bases	29,540
4900 Other Library Materials	500
4910 Hot Spots – Hardware	1,000
4920 Hot Spots – Data Packages	3,600
4930 Circulating Board Games	<u>200</u>
	\$313,390

Capital Outlay

5510 Furniture & Equipment	\$ 56,000
5520 Software	<u>8,200</u>
	\$ 64,200

Other Objects

7100 Dues & Memberships	\$ 11,700
7200 Taxes & Assessments	510
7500 Refunds & Reimbursements	<u>300</u>
	\$ 12,510

Contingency

8900 Contingency	\$ 67,000
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TOTAL GENERAL FUND \$2,776,332

SPECIAL REVENUE FUND

2200 Maintenance Supplies	\$ 3,000
3700 Professional Services	<u>2,500</u>

TOTAL SPECIAL REVENUE FUND \$ 5,500

DEBT SERVICE FUND

9900 Transfer – to Building Fund	\$ 27,026
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TOTAL DEBT SERVICE FUND \$ 27,026

CAPITAL FUND

3200 Communications	\$ 10,000
5400 Building Improvements	900,000
5510 Furniture & Equipment	<u>100,000</u>
TOTAL CAPITAL FUND	\$1,010,000

TRUST FUND

1190 Termination Payments	\$ 15,973
1620 Medicare	232
2900 Other Supplies	1,100
3110 Travel & Meeting Expense	<u>200</u>
TOTAL TRUST FUND	\$ 17,505

ENDOWMENT FUND

2151 Adult & Teen Program Supplies	<u>\$ 400</u>
TOTAL ENDOWMENT FUND	\$ 400

TOTAL EXPENDITURES – ALL FUNDS \$3,836,763

Ms. Severa moved adoption of the Resolution, Ms. Coffee seconded, and the motion carried unanimously.

Director Martinez reported that the Library had reopened to the public for computer appointments on Monday, March 15.

There being no further business to come before the Board, the meeting was adjourned by Mr. Keener at 5:35 P.M.

Kenneth Keener, President

Catherine Nasca, Secretary