

PHILLIPS FREE LIBRARY MEETING MINUTES  
01.24.2022

Meeting was called to order at 7:14pm.

**Attending:** Priscilla B-T, Sarah Willsey, Meghan Gilbert, Bryn Carr, Kelly Brown, Jennifer Block, and Meghan Aagaard

**Approval of Minutes:** M. Gilbert moves to approve. K. Brown seconds. Motion passes.

**Treasurer Report:**

- S. Willsey moves to approve. K. Brown seconds. Motion passes.

**Old Business:**

- None.

**Director's Report:**

- Statistics were read and are consistent with prior months.
- An Open House took place on December 3rd with 25 people in attendance.
- Thirteen people attended two story times which took place on December 28th.
- The Teen New Year's Eve Pajama Party took place with 10 people in attendance.
- A second monthly e-newsletter has been started to focus on new books and movies.
- Nine students attended a book talk lock-in on Friday for 4th-6th graders to promote new books.
- Winter Night Tales on the Green are planned for Friday, February 11 at 6pm but will be canceled if low temp / high wind chill.
- A Library Crawl is planned for winter break including all Cortland County libraries.

**New Business:**

- B. Carr moves to confirm that the Board is not covered under the Library's Workers Comp. M. Gilbert seconds. Motion passes.
- B. Carr moves to approve a change in advisors for the Simple IRA employee retirement plan. J. Block seconds. Motion passes.
- S. Willsey moves to approve the formation of a Personnel Committee with board members B. Carr, K. Brown, and M. Aagaard. M. Gilbert seconds. Motion passes.
- M. Gilbert moves to approve moving the February meeting to Thursday the 17th in order to approve the annual report. B. Carr seconds. Motion passes.

**Next Meeting:** Thursday, February 17, 2022 at 7pm at the library.

Motion to adjourn was made at 7:49pm by M. Gilbert. Seconded by S. Willsey. Motion passed.