

**South Country Library**  
**BOARD OF TRUSTEES MEETING**  
**July 21, 2022**  
**MINUTES**

I. CALL TO ORDER

G. Marschall called the meeting to order at 7PM.

Present: ~~A. Kamran~~, S. Binnington, G. Marschall, C. Walsh, M. Falkowitz, L. Kuehn, N. Marr

Administration- K. Sembler, P. O'Leary

Absent: A. Kamran

One Staff Member in the Audience

No Members of the Public in Attendance

II. Remarks from the Audience: None

III. APPROVAL OF THE MINUTES OF THE June 16, 2022 Board Meeting.

C. Walsh made a motion to approve the Minutes of the June 16, 2022 Board meeting, seconded by N. Marr. The motion passed unanimously.

IV. Report of the Treasurer

1. Balance Sheets

A. General Fund - \$3,628,744.11

B. Capital Fund - \$1,289,181.23

C. Endowment Fund – \$15,033.45

2. Operating Warrants

G. Marschall stated that the treasurer's report be placed on file for audit.

## V. Report of the Administrators

We discussed the Library becoming an official passport acceptance facility, summer usage, and HVAC problems and repairs.

C. Walsh made a motion to approve the Report of the Administrators, seconded by L. Kuehn. The motion passed unanimously.

## VI. Report of the Committees:

A. Budget & Finance- No report.

B. Buildings & Grounds- No report.

C. Personnel- No report.

## VII. Old Business-

## VIII. New Business-

### A. Staff Internet & Electronic Communications Use Policy

M. Falkowitz made a motion, seconded by S. Binnington to reapprove the Staff Internet & Electronic Communications Use Policy. The motion passed unanimously.

### B. Whistleblower Policy

L. Kuehn made a motion, seconded by C. Walsh to reapprove the Whistleblower Policy. The vote motion passed unanimously.

### C. Sexual Harassment Prevention Policy

M. Falkowitz made a motion, seconded by S. Binnington to reapprove the Sexual Harassment Prevention Policy. The motion passed unanimously.

### D. Telecommuting Policy

C. Walsh made a motion, seconded by N. Marr to reapprove the Telecommuting Policy. The motion passed unanimously.

### E. Insurance Renewal

S. Binnington made a motion, seconded by N. Marr to renew the By The Cover Insurance Policy at a cost of \$23,154.28. The motion passed unanimously.

#### F. Confidentiality Agreement

M. Falkowitz made a motion, seconded by C. Walsh to approve the Confidentiality Agreement. The motion passed unanimously.

#### G. HVAC Renewal

S. Binnington made a motion, seconded by L. Kuehn to approve the contract renewal with Thermal Solutions at a cost of \$7,300. The motion passed unanimously.

#### H. Appraisal Affiliates, Inc. Proposal

M. Falkowitz made a motion, seconded by S. Binnington to approve the proposal from Appraisal Affiliates, Inc. to prepare our Capital Asset Depreciation Report at a cost of \$3,750.00. The motion passed unanimously.

#### IX. Other-

#### X. Remarks from the Audience- None

#### XI. Executive

#### XII. Adjournment

M. Falkowitz made a motion to adjourn the meeting at 7:28pm, seconded by S. Binnington. The motion passed unanimously.