**Tappan Spaulding Library Work Session Meeting Minutes: 1-10-2021**

**Call to order:** 7:30 PM

**Present:** Erin Chapman, Melanie Coombs, Bonnie Mider, Joe Mooney

**Village Representative:** None

**Guests:** None

**Director Report:** See attached director’s report. Present board members approved purchase of CD/DVD cleaner due to poor condition of some of our materials. Will need to vote on this formally when more board members are present.

**Village Representative Comments:** None

**President Report:** None

**Treasurer Report**: Joe will be meeting with Edie soon to transition into the treasurer position.

**Approved Bills:**  None at this time. Erin will be working on getting bills online so that we have our bills by our monthly meeting date as not receiving them by this date has been a concern lately.

**Next Meeting:** Proposed 1-17-2021 at 7:30 PM. Will have to confirm with board members if this date will work.

January 2021 Board Meeting - Director’s Report

Potential new board members - Katie Sack and Barbara Kaminsky. I’ve heard back from Katie that she’ll be there. I haven’t heard back from Barbara.

Joe came into the library on Saturday to take a look at the finance binder that Edie dropped off. We set up a meeting for this Tuesday, 1/12/21, at 1:00pm for Edie and Joe to meet and have any questions answered. Pam may join for a bit if she has time in her schedule.

Annual Report - I’ve started looking at last year’s report. It doesn’t look too tricky. I just need to figure out how to find all those numbers in Polaris. I’ve reached out to both Kristi and Jenny at FLLS for more information. I asked for a one-on-one Zoom polaris tutorial with Jenny so she can show me how to find all the correct numbers to report. Edie said she’d still help with the financial portion. My goal is to have the report done before our next meeting so it can be voted on in February.

The Tioga County Chamber of Commerce Annual Meeting is January 14th at 6:30pm. Is this something I should go to?

Patrons have been having trouble with some of our discs. Some books on CD and some DVD (the Downton Abbey series specifically). FLLS no longer offers DVD cleaning. I asked the other Tioga County directors what they use. They have a JFJ Easy Pro Disc Repair Machine. I’ve researched it and it’s $159.90. I wanted to run it by the board before purchasing. I think it would save our discs! I felt terrible when both seasons 1 and 2 of Downton Abbey were scratched to the point that they wouldn’t continue playing!

Any thoughts on re-opening? Several patrons are asking about it, I think because it’s colder out now! I’m open to discussion! I really don’t know the exact numbers, but I don’t think they’re great?