

Fluvanna Free Library  
3532 Fluvanna Ave. Ext.  
Jamestown, New York 14701

Board of Trustees Meeting  
July 6, 2021  
Minutes as recorded by  
Dennis R. Bechmann, Recording Secretary

Present: Mike Erlandson, Marcia Rybicki, Sue Erlandson, Dennis Bechmann, Kathy Carlson, Diane Lucey, Barb Swanson, Jean Holton, Rea Bobula, Cheryl Scotty and Lori Johnson

Excused: Lynn Grundstrom, Library Director

President Erlandson called the meeting to order at 6:00 pm.

Copies of the minutes from the board meeting held on May 3, 2021 as recorded by Dennis Bechmann and distributed via e-mail were redistributed as needed and reviewed. Diane Lucey made a motion to approve the minutes as distributed. Cheral Scotty seconded the motion. The motion to accept the minutes was unanimously approved.

Treasurer Marcia Rybicki presented the Financial Reports and Profit and Loss Statements for May and June 2021. Barb Swansom made a motion to approve the reports as distributed and reviewed. Rea Bobula seconded the motion. Motion unanimously approved.

**Librarian's Report:** See May 2021 report (attached). Read by Mike Erlandson in Lynn's absence.

**Committee reports:**

Grounds – Lawn is being mowed but we will need to resolve this before Spring 2022. Thanks to Jean, nice work trimming hedges.

Proposed Volunteer Luncheon discussed and approved.

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**Old Business:**

Summer Book Sale discussed (July 9, 10, 11). Volunteer assignments discussed. Pricing discussed.

Jean suggestion, buying Bills tickets to raffle is working well. Dennis made up a Bills Basket to go with the tickets. The Board liked this idea. Ticket sales are doing well. Drawing – August 27, 2021.

Mike and Dennis are looking at making the building 100% ADA compliant, and doing this with the help of grant monies. This seems to be our best first step to making improvements with grants.

**New Business:** None tonight.

**Future Meeting:** Trustees 6:00pm September 13, 2021

President Erlandson called for a motion to adjourn. Jean Holton made a motion to adjourn. This was seconded by Marcia Rybicki. The motion passed and the meeting was adjourned at 6:40 pm.

Respectfully submitted,  
Dennis R. Bechmann  
Recording Secretary

Submitted 6.25.2021

***May 2021 Circulation Statistics***

		Overdrive	Grand total circ
total circulation	568	64	632
circulation other materials	190		190
Number of library visits	517		
number of ref. questions	13		
WIFI	8		

***Updates with protocol***

- The building is now open to full capacity of 20 individuals
- Fully vaccinated individuals are free to remove masks and face coverings.
- Staff are asked to wear masks if children are present, individuals still required to wear masks are in the building or a patron says that they feel more comfortable when wearing a mask is in the building.
- The building is back to the pre-pandemic hours of Monday-Friday 10-6 & Saturday 10-2.
- Tables have been moved back to pre-pandemic configuration.
- All computers are now available for use.
- The majority of pandemic signage has been removed.
- Materials are no longer quarantined.

***Building***

- One of the light switches in the Community Room needs replacing. The switch will not turn the light on and will not reset to the off position. The switch has been taped over.

***Looking ahead***

- Summer Reading Program kickoff event Saturday, June 26 at 10:30 with a concert by Nan Hoffman at 11:00.
  - SRP dates: July 12-August 13. Kids meet on Thursdays.
- Bookmarks for all upcoming events printed and ready to distribute
- Extra posters for the book sale can be printed as needed.
- Posters for Christmas Craft Bazaar have been updated and are ready to print as needed
  - Vendor applications have been updated and 30 printed.