

**Rhineland District Library Board of Trustees**  
**Minutes from Regular Meeting**

Tuesday, December 14, 2021, 2:30 PM  
Rhineland District Library  
106 North Stevens Street  
Meeting Room

*Due to the elevated level of COVID-19 Virus variants, masks will be required to be worn in the library at all times.*

1. Call to order/roll call  
**The regular meeting of the Rhineland District Library Board of Trustees was held on 12/14/2021. President Tom Kelly called the meeting to order at 2:32 P.M. The meeting was properly noticed, and a quorum was present.**  
**MEMBERS PRESENT:** Tom Kelly, Dennis Carriere, Laura Tooke-Effinger, Carla Chropkowski, Ruth Jaeger.  
**MEMBERS NOT PRESENT:** Harry Whidden, Diana Harris, Donna LeClair, Kira Loomis.  
**STAFF & OTHER GUESTS:** Debbie Valine, Associate Director; Denise Chojnacki, Children's Services Manager; Cathy Oelrich, Adult Services Manager(rec.)
2. Approve agenda  
**Tooke-Effinger/Carriere motion to approve agenda, with permission for President Kelly to move agenda items around. All aye. Motion carries.**
3. Approve November 16, 2021, Regular Board Meeting Minutes  
**Tooke-Effinger/Chropkowski. motion to approve board minutes from November meeting with date update. All aye. Motion carries.**
4. Introductions of guests in meeting  
**Ruth Jaeger – Newbold Representative**
5. Public Comment (limited to 2 minutes) – **none present**
6. Correspondence and media
7. Review financial reports
  - a. Review / approve "City Fund 203 - Library Operations Fund" report  
**Kelly/Tooke-Effiinger motion to approve "City Funds 203" – Library Operations Funds. All aye. Motion carries.**
  - b. Approve "RDL -- City Accounts" bills and claims  
**Kelly/Carriere motion to approve "RDL-City Accounts" bills and claims. All aye. Motion carries.**
  - c. Approve "RDL -- Board Accounts" bills and claims  
**Kelly/Tooke-Effinger motion to approve "RDL-Board accounts" bills and claims. All aye. Motion carries.**  
**Kelly/Carriere motion to approve late December items for payment. All aye. Motion carries.**
8. New Business (discussion and action, if any)
  - a. Vachon Trust – **change to annual amount and structure of trust.**  
**Carriere/Kelly motion to approve supporting changing the terms of the trust's annual distribution. All aye. Motion carries.**
  - b. Grant Requests – Exterior solar powered charging stations \$1000  
**Kelly/Tooke-Effinger motion to approve pursuit of grant. All aye. Motion carries.**
  - c. RDL Board of Trustee meeting dates 2022
  - d. Holidays 2022
  - e. Project Manager—RFP
  - f. Survey responses
9. Old Business
  - a. Building open update
  - b. 2022 Annual Budget  
**Kelly/Chropkowski motion to approve 2022 budget. All aye. Motion carries.**
10. Management reports
  - a. Director's Report
  - b. Adult Department Report
  - c. Children's Department
11. Property committee report
  - a. Additional property – 123 Pelham Street.  
**Chropkowski/Kelly motion to send letter to owner of 123 Pelham street for interest in selling. All aye. Motion carries.**
12. Foundation Report – **nothing to report**
13. Friends Report—Next Meeting 12/21
14. Building Committee Report—Next Meeting 12/16, 10:30 am
  - a. Accept minutes 11/4/2021

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**Kelly/Carriere motion to accept minutes from 11/4/21. All aye. Motion carries.**

15. OCLB report—meeting 12/2, next meeting 2/2022

a. Annual Oneida County contract

16. Town representatives report – **Newbold has a new representative. See #4 above.**

17. Items for future agenda

a. Property Management

18. Adjourn

**Meeting was adjourned at 3:30 P.M.**

Tom Kelly, President or Donna LeClair, Vice President

\_\_\_\_\_ Date: \_\_\_\_\_

Virginia Roberts, Director

\_\_\_\_\_ Date: \_\_\_\_\_