

The Community Library
Board of Trustees Meeting
March 11, 2021

Call to Order:

As a quorum was present, President Ken Hotopp called the meeting to order at 1:00 p.m. Since the trustees were following the mandate of self-quarantine due to Covid 19, the meeting was held remotely via Zoom. Present: Ruth Ashworth, Fred Barnes, Harriet Berard, Linda Carpenter, Janice Clark, Virginia Downs, Ken Hotopp, Dee Neary, Janet Sand, Julia Walter, Kim Zimmer.

Minutes:

Mrs. Neary made a motion, seconded by Mr. Barnes, and was unanimously approved to accept the February 2021 minutes.

Director's Report:

Ms. Zimmer attended virtual Advocacy Day, February 23, and was pleased by the passionate support for the library by Senator Oberacker and Assemblyman Tague.

After interviewing three candidates for the Library I position, Ms. Zimmer and the personnel committee have decided to reopen the search.

With Schoharie and Middleburgh, Cobleskill will be hosting a Grow with Google event March 24. Schoharie Library has invited The Community Library to participate in a virtual performance with Reggie Harris on April 21.

While continuing curbside service, the number of patrons choosing to come inside has increased.

Shoharie County Library Directors are working with MVLS and the Office of the Aging to create educational resources to help senior citizens sign up for the coronavirus vaccine.

Treasurer's Report:

Ms. Carpenter outlined the expenses and income for February. Ms. Carpenter has reviewed the current bills (due to the coronavirus the entire board was unable to do so). Ms. Carpenter made a motion, seconded by Mr. Barnes, and was unanimously approved to pay the bills.

Committee Reports:

Facilities:

Ms. Zimmer is in the processing of changing the phone service to a monthly bill from Midtel for inclusive services.

Ms. Zimmer is working with cleaners to resolve some issues.

Finance:

Ms. Carpenter outlined the proposed 2022 budget. This proposal has a tax levy of \$4,150. After discussion Ms. Carpenter made a motion, seconded by Ms. Walter, and was unanimously approved to accept this proposal.

Next, Ms. Carpenter presented a Tax Cap Resolution:

"Whereas, the adoption of this 2022 budget for The Community Library of Cobleskill, NY, may require a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c, adopted in 2011; and

Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it Resolved, that the Board of

*Trustees of The
the tax levy limit for 2022 if
board of trustees as required by state law on*

*Community Library voted and approved to exceed
necessary, by at least sixty percent of the
March 11, 2021.”*

Mr. Barnes seconded this resolution, and it was unanimously approved.

Next, Ms. Cleveland explained that she would like to move money from the Bank of Richmondville into two accounts, operation and renovation, to Trustco. Each of these accounts would be approximately \$150,000. Ms. Walter seconded this motion and it was unanimously approved.

Personnel:

The search for the Librarian I position will continue.

Policy:

Mrs. Sand reviewed the Petty Cash policy. Mrs. Berard made a motion, seconded by Ms. Walter, and it was unanimously approved.

Next, Mrs. Sand outlined the Open Meetings Policy, the Budget Development Policy, and the Records Retention and Disposal Policy. Each of these policies was unanimously approved.

Board Development :

Mrs. Neary announced that petitions for library board of trustees are available. Petitions must have signatures of twenty-five eligible voters. Petitions need to be returned to the district office by April 19 and the vote will be held on May 18.

Long Range Planning:

The committee met with Mr. Wade Abbott and he is preparing a detailed report of the focus groups.

Building:

Ms. Zimmer is working with Roland, Butler, & Mays as well as Bonacquisti to solve the problem with the mat not working.

Ambient has completed testing and provided a final report to RBM. Ambient and RBM are working together to seek contractors for estimates.

Reopening:

Ms. Zimmer presented the detailed Pandemic Operations Plan. Mrs. Ashworth made a motion, seconded by Ms. Clark, and it was unanimously approved.

100th Anniversary :

No report

New Business:

Facilities meetings - first Thursday of the month at 11:00 a.m.

Policy meetings - last Thursday of the month at 11:00 a.m.

Board Development - third Tuesday of the month at 10:00 a.m.

Important Dates:

4/8 1:00 p.m. next regular board meeting

3/13 10:30 a.m. Friends

Adjournment:

Mrs. Berard made a motion, and it was unanimously approved to adjourn at 3:00 p.m.

Submitted by Virginia Downs