

The Community Library
Board of Trustees Meeting
August 12, 2021

Call to Order:

As a quorum was present, President Ken Hotopp called the meeting to order at 1:00 p.m.
Present: Fred Barnes, Harriet Berard, Linda Carpenter, Jim Collins, Virginia Downs, Ken Hotopp, Dee Neary, Janet Sand, Julie Santoro, Julia Walter, Kim Zimmer. Excused: Janice Clark.

On August 11, a large portion of Cobleskill was without power for most of the day. As soon as Ms. Zimmer became aware of the problem on this exceptionally hot day, she immediately used Facebook to invite anyone without power to come to the library to use the free wifi or to cool off. The trustees complimented Ms. Zimmer for her thoughtfulness.

Minutes:

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

Director's Report:

Ms. Zimmer reported that she had interviewed two teenagers, Annabella Mele and Elizabeth Eckel, for the Page position. She asked the trustees to appoint them to this position. Ms. Walter made a motion, seconded by Mrs. Downs, and was unanimously approved to accept both applicants.

Ms. Zimmer is pleased that the number of patrons has continued to increase, but expressed concern that the library might have to restrict the use of the library if the covid cases continues to escalate.

Treasurer's Report:

Ms. Carpenter outlined the expenses and income for July. The trustees reviewed the current bills. Ms. Carpenter made a motion, seconded by Ms. Walter, and was unanimously approved to pay the bills.

Committee Reports:

Finance:
No report

Building & Grounds:

Mr. Barnes and Ms. Zimmer outlined the problems regarding the heated stairs and ramp that was constructed last summer. Ms. Zimmer has initiated contact with BRM and Bonacquisti requesting information regarding repairs, but no information has been forthcoming. Mr. Hotopp consulted the library's attorney, Mike West, who suggested we need an estimate of the cost to make the repair; Mr. West also suggested we contact an attorney who specializes in construct/building issues. Brandon Becker (Lamont Engineering) is working on grants for the removal of the asbestos in the annex. Th trustees agreed that landscaping is needed to improve the appearance of the library.

Personnel:

Ms. Zimmer outlined a job description for the Librarian I position for adult programming. This proposal was unanimously approved.

Ms. Zimmer and the committee are discussing floating holidays and increases in salaries.

Policy:
No report

Board Development:

Mrs. Neary presented the changes the committee has made to the by-laws; the trustees will vote on the amended by-laws at the September meeting .
Diana Cook will have the new sketch of the library completed by September .

Long Range Plan of Service:

Since Mrs. Sand had presented the document in July, she asked the trustees to accept the plan, and the document was unanimously approved .

100th anniversary:

Ms. Walter and Mrs. Berard described the plans for the celebration. On September 17 6:00-9:00 there will be a Speak Easy Party. This event will include a silent auction, live music, beverages (cash bar). There will not be a charge but donations will be happily accepted. Then on October 3 there will be an afternoon tea (no charge). Chris Tague will present a citation during the tea. These events reflect the society of the era.

New Business:

Ms. Zimmer explained the need of new book cases for the children's room. Mrs. Downs made a motion, seconded by Mrs. Sand, and was unanimously approved to spend \$500-\$600 for new book cases.

Ms. Zimmer described a new app that would expand service to patrons. It is quite expensive and Ms. Zimmer suggested we consider it in the future.

Important Dates:

Next regular board meeting - September 9, 1:00 p.m.

Adjournment:

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

Submitted by Virginia Downs