

The Community Library  
Board of Trustees Meeting  
July 14, 2022

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, Janice Clark, Jim Collins, Virginia Downs, Ken Hotopp, Janet Sand, Julia Walter, (via Zoom-Becky Leggieri), Kim Zimmer.  
Excused: Leo McAllister.

Agenda Items:

Mrs. Sand made a motion, seconded by Ms. Walter, and was unanimously approved to appoint Fred Barnes as a trustee for a one year term as Mrs. Neary has submitted her resignation. President Hotopp administered the oath of office to newly elected Janet Sand, Becky Leggieri, and Fred Barnes (appointed).  
Mr. Hotopp outlined the committee assignments and committee chairs for the coming year.

Minutes:

Mrs. Sand moved to accept the June 2022 minutes. This was second by Ms. Carpenter and was unanimously approved.

Director's Report:

Ms. Zimmer explained that Mayor Becky Stanton-Terk has requested that the library submit a letter of support for a grant to renovate the Nick Iorio Park. Mr. Barnes made a motion, seconded by Ms. Clark and was unanimously approved to submit a letter of support. The library has received a \$500 donation from Fenimore Assets and a \$2000 donation from The Friends of the Library.  
Ms. Zimmer is discussing the paper work for the Employee Retention Credit reimbursement with Lyn Lawyer and the finance committee .  
Ms. Zimmer has high praise for her staff and their accomplishments .

Treasurer's Report:

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

Committee Reports:

Finance:

Ms. Carpenter is in contact with B&Q Accounting and Evening Star comparing their services and costs for bookkeeping services.

Long Range:

Ms. Clark requested that the chair of each committee respond to the questionnaire regarding the committee's fulfillment of their responsibilities as outlined in the

Long Range Plan.

Personnel:

Mr. Collins made a motion, seconded by Mr. Barnes, and was unanimously approved to accept the revised director's evaluation. Mr. Collins asked that the evaluations be completed by the August meeting .

Policy:

Mrs. Sand reviewed the revised Library Card Registration and Library Charges and Fees policies. The trustees voted unanimously to accept these policies.

Building and Grounds:

Mr. Barnes announced that the asbestos abatement will commence the last week of July. The Sullivan Corp. will be the contractor and Paradigm will be monitoring the air quality.

Mr. Barnes explained that in regard to the problem with the front ramp there are three options: to meet without council, to meet with council, or to meet with a mediator. It was decided that the preferred option is to meet with council.

Board Development:

Mrs. Berard reminded the trustees that they had to complete the mandated Sexual Harassment Training as well as a minimum of two hours of trustee training.

Unfinished Business:

Ms. Zimmer and Mr. Hotopp will be meeting with attorneys to discuss the problems and possible solutions regarding the front entry and the heating element.

New Business:

Ms. Walter suggested that the trustees create a basket for the Friends basket raffle. The trustees agreed to sponsor a basket.

Adjournment:

The meeting was adjourned at 3:10 p.m.

Submitted by Virginia Downs