

The Community Library
Board of Trustees Meeting
August 10, 2023

Call to Order:

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

Guests:

Ms. Zimmer introduced Ms. Doreen Russo who has agreed to join the board as a trustee since Ms. Clark is relocating and has submitted her resignation.

Minutes:

Ms. Clark moved to accept the July 2023 minutes. This was seconded by Ms. Carpenter and unanimously approved .

Director's Report:

Ms. Zimmer is very pleased with the increased use of the library by adults, teens, and children. The summer reading programs are very successful.

The library will be the designated site for early voting September 28-November 5.

Ms. Zimmer reminded the trustees that the webinar, Defending the Right to Read, is August 28 at 6:00 p.m. Trustees may view this at home or with the staff at the library.

Ms. Zimmer reminded the trustees that the board will be creating two basket which Ms. Walter is organizing for the Friends basket raffle.

The MVLS Foundation Golf Tournament will take place at Cobleskill Golf Club this year. Mrs. Berard reminded the trustees that it is important to support this event.

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. Clark, and was unanimously approved to pay the bills.

Committee Reports:

Finance:

Ms. Carpenter updated the board that she set up five CDs of \$5000 each and opened a checking account at NBT as approved at the July meeting.

The finance committee will review the options of investing the money from the sale of the Merck stock.

Building and Grounds:

Mrs. Sand indicated the committee is reviewing the landscape options.

Ms. Zimmer explained that the agreement with DASNY had been signed. An initial Zoom meeting occurred and a representative will meet with the committee for further plans.

Ms Zimmer and Mr. Brendon Becker are working on a further construction grant for removing the wall between the two sections and a new air handler for both areas.

Mrs. Sand presented the details which outlined assurances of completing this project within specific guidelines. After a brief discussion Mrs. Sand

made a motion, seconded by Ms. Clark, and unanimously approved President t Hotopp to sign this agreement.

Personnel:

Ms. Walter said the committee is continuing to develop an employee handbook .

Policy:

Mrs. Sand reported the committee is developing policies for patron/staff health emergencies.

Long Range Plan of Service:

Ms. Clark indicated the committee is continuing to develop their goal of increased sustainability.

Unfinished Business:

Mr. Hotopp indicated that he is concerned about the accessibility of the parking lot after viewing an ADA website.

New Business:

Mr. Hotopp thanked Ms. Clark for her many contributions to the board and wished her happiness in her new home.

Adjournment:

Mr. Hotopp adjourned the meeting at 2:35 p.m.

Submitted by Virginia Downs