

The Community Library
Board of Trustees Meeting
December 9, 2021

Call to Order:

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

Minutes:

Mrs. Neary moved to accept the November 2021 minutes. This was seconded by Ms. Clark, and was unanimously approved.

Directors's Report:

Ms. Zimmer has been reviewing updated contracts for 2022.
Ms. Zimmer has been working with Midtel to resolve some phone issues.
Since the heated stairs, walkways, ramp aren't working, the entire system has been turned off.
Since the county covid rate continues to increase, questions about staying open need to be resolved by state, county, and MVLS.
After explanation from Ms. Zimmer, Ms. Clark made a motion, seconded by Mrs. Neary, and was unanimously approved to pay the Joint Automation agreement with MVLS for 2022.
Ms. Zimmer has been elected as a trustee to the Schoharie County Historical Society.
Mr. LaPlant has secured a grant from Poets and Writers for poetry workshops.
Ms. Brandel is in contact with the CRCS librarians regarding The Battle of the Books scheduled for this spring.
Mr. LaPlant and Ms. Brandel are continuing to update collections .

Treasurer's Report:

Ms. Carpenter outlined the expenses and income for November. The trustees in attendance at the library reviewed the current bills. Ms. Carpenter made a motion, seconded by Mrs. Berard, and was unanimously approved to pay the bills .

Committee Reports :

Finance:

Ms. Carpenter and Ms. Zimmer are working on the 2023 budget .

Building & Grounds:

Mr. Barnes has been in contact with a representative (nee Jamie Davis) from Ryan Biggs Clark Davies Engineering regarding repairs on the heated walkways. They will provide an estimate for the repairs (this estimate is necessary before a legal procedure can proceed). Ms. Walter made a motion, seconded by Mrs. Berard, and was unanimously approved to pay the \$3500 required to procure this study.

Mr. Barnes has been seeking information regarding a storage unit for the furniture stored in the annex. Ms. Walter made a motion, seconded by Mrs. Santoro, and unanimously approved to continue investigating temporary (rather than permanent) pods or sheds.

Personnel:

Colleen Benton has submitted her letter of retirement effective December 24.

Ms. Zimmer asked the trustees to appoint Jacquelyn Barbato as library clerk. Ms. Walter made a motion, seconded by Mrs. Neary, and was unanimously approved to appoint Ms. Barbato.

Policy:

The fine free policy will commence January 4, 2022.

Long Range Plan of Service:

Ms. Clark announced she had met with committee chairs who indicated that the policies were progressing.

Adjournment:

Mr. Hotopp adjourned the meeting at 2:15 p.m.

Submitted by Virginia Downs