

The Community Library
Board of Trustees Meeting
February 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, Janice Clark, Virginia Downs, Ken Hotopp, Dee Neary, Janet Sand, Julia Walter, Kim Zimmer. Excused: Linda Carpenter.

Guests:

Mr. Wade Abbott, MVLS, updated the trustees of his progress with the community focus groups. Thus far, he has chaired ten committee meetings with 52 participants. These meetings represented: trustees, staff, Friends, CRCS, SUNY, elected political individuals, teens, and business leaders. These focus groups discussed the future role of the library as a community center and a source for technology and information. Mr. Abbott will be meeting with the Long Range Committee on Tuesday, March 2 at 1:00 p.m. and will meet with the board with his analysis and recommendations at a future date.

Minutes:

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

Director's Report:

Ms. Zimmer announced that the library will be a site for early voting in June and October. She plans to use these dates as an opportunity to showcase the 100th Anniversary of the library. The snow piles have been removed from the parking lot to the fairgrounds. Since the Cobleskill Agriculture Society is charging for this, Ms. Zimmer is seeking an alternative, less expensive site.

There have been four applications for the Library I position.

The library reopened Tuesday, February 9, and is continuing with the coronavirus safety protocol. However, there is still resistance to masks with some patrons.

Wifi use has decreased, but patrons' use of curbside service remains high.

Treasurer's Report:

Since Ms. Carpenter was excused, Mrs. Downs outlined the expenses and income for January 2021. Ms. Carpenter has reviewed the current bills (due to the coronavirus the entire board was unable to do so); Ms. Zimmer added the Verizon bill of \$144.57 to the list. Mrs. Downs made a motion, seconded by Ms. Walter, and was unanimously approved to pay the bills.

Committee Reports:

Finance:

The committee will have the proposed 2022 budget ready for review at the March meeting.

Facilities:

The committee will meet on February 24 at 11:00 a.m.

Personnel:

Mr. Barnes made a motion, seconded by Mrs. Berard, and was unanimously approved to go into executive session to discuss the director's salary. Ms. Walter made a motion, seconded by Mr. Barnes, and was unanimously approved to return from executive session.

Mr. Hotopp reported that the director's raise in salary would commence April 1.

Policy:

Mrs. Sand outlined three updated policies: Patron Registration, Non-resident Use, Borrowing from Other Libraries. After a brief discussion the three updated policies were unanimously approved .

Board Development:

Mrs. Neary reminded trustees to inform Ms. Zimmer of their updated training sessions. Mrs. Ashworth and Ms. Carpenter's terms expire this year. Petitions for library trustees will be available at the CRCS District Office in March.

Long Range Planning:

Mr. Abbott updated the trustees at the beginning of this meeting.

Building:

The mat in the new landing and stairs is damaged and not working. Ms. Zimmer is in contact with the electrician, the contractor, and BRM attempting to have the problem rectified.

Ambient has indicated that the asbestos in the basement and the second floor is an extensive problem. When Ambient completes their evaluation, RBM will become involved. Then, there will be an estimate on costs followed by bidding on the project.

Reopening:

Ms. Zimmer must submit a reopening plan to NYS by April 1.

100th Anniversary:

The trustees were delighted with Mr. Pete Lindemann's article in the Times-Journal celebrating the Library's century of commitment to the community .

Important Dates:

Next board meeting 3/11 at 1:00 p.m.

Friends Meeting 3/13 at 10:30 a.m.

Adjournment:

Ms. Walter made a motion, seconded by Mrs. Berrard, and was unanimously approved to adjourn at 3:00 p.m.

Submitted by Virginia Downs