

The Community Library  
Board of Trustees Meeting  
March 10, 2022

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, Virginia Downs, Ken Hotopp, Dee Neary, Janet Sand, Julie Santoro, Julia Walter, Kim Zimmer. Excused: Fred Barnes, Jim Collins.

Minutes:

Ms. Clark moved to accept the February 2022 minutes. This was seconded by Mrs. Neary and was unanimously approved .

Director's Report:

Mr. Donald LaPlant, Adult Librarian I, described his responsibilities and goals. He has organized a variety of new programs, and is focusing on outreach methods to inform the community of the library's programs and resources. He is also updating the collections. Ms. Zimmer has completed the annual report. Mrs. Bernard made a motion, seconded by Mrs. Sand, and was unanimously approved to accept this report. Ms. Zimmer informed the trustees that Julia Brandel, Children's Librarian I, has resigned. The library has free covid test kits for anyone who requests one. The Battle of the Books will be held April 8 and April 30.

Treasurer's Report:

Ms. Carpenter outlined the expenses and income for February. 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 reviewed the contract appointing Lynn Lawyer as the library's treasurer. Ms. Carpenter made a motion, seconded by Mrs. Downs, and was unanimously approved to accept this contract.

Ms. Carpenter outlined the proposed budget for 2023. Due to increased costs, it may be necessary to exceed the tax cap. Ms. Carpenter made a motion:

*"Whereas, the adoption of this 2023 budget for The Community Library in Cobleskill, NY, may require a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it Resolved, that the Board of Trustees of The Community Library voted and approved to exceed the tax levy limit for 2023 if necessary, by at least sixty percent of the board of trustees as required by state law on March 10, 2022."*

With a show of hands, the trustees approved this resolution: Results: Yes-9; No-0; Absent-2.

Ms. Carpenter made a motion, seconded by Ms. Clark, and was unanimously approved to accept this proposed budget for 2023.

**Building & Grounds:**

Ms. Zimmer is meeting with Brendon Becker (Lamont Engineers) on a revised annex plan and a budget for the annex.

The staff is continuing to sort through the annex. When this is completed, Mr. Morrell will clean out the remaining items.

**Personnel:**

Ms. Walter announced that Julia Brandel has resigned as Children's Librarian I. The committee, after discussion with Ms. Zimmer and Ms. Carpenter (financial officer), have suggested that instead of a Children's Librarian, the position be replaced as Library Assistant. Ms. Walter made a motion, seconded by Mrs. Neary, and was unanimously approved to replace the Children's Librarian I position with a Library Assistant.

**Policy:**

Mrs. Sand announced that the library's policies will be on the new web site.

**Board Development:**

Mrs. Neary will compile the board's self-evaluations to present at the April meeting.

Petitions for library trustees are available.

**Anniversary:**

Mrs. Berard and Ms. Walter are working on invitations and menu for the postponed tea.

**Long Range Plan of Service:**

Ms. Clark distributed evaluation forms for each committee seeking a response by the by the April meeting.

**Unfinished Business:**

Mr. Hotopp is continuing to pursue a resolution to the problems with the front entry and stairs.

**New Business:**

Ms. Zimmer presented the new monthly calendar that highlights events.

**Adjournment:**

The meeting was adjourned at 2:55 p.m.

Submitted by Virginia Downs