

**The Community Library
Board of Trustees Meeting
May 8, 2025**

Call to Order:

As a quorum was present, President Becky Leggieri called the meeting to order at 1:00 p.m.
Present: Pat Adams, Cindy Barton, Sandy Brewster, Fed Barnes, Nathan Davis, Virginia Downs, Becky Leggieri, Janet Sand, Julia Walter, Kim Zimmer. Excused: Harriet Berard, Linda Carpenter (treasurer).

Guests:

Mrs. Kim Walchko (Friends representative), attended the meeting.

Minutes:

Mrs. Barton moved to accept the April minutes. Mrs. Sand seconded the motion, and it was unanimously approved.

Communications:

Ms. Zimmer received a thoughtful note from the Amish community thanking the library for the new to them encyclopedia sets.

Mr. Michael Lent, Captain of the Cobleskill Rescue Squad, sent a letter detailing the acquisition of an automated chest compression device. After discussing the importance of the device, trustees were given information regarding the "Lucas Fund" to support the use of the device.

Director's Report:

The trustee meetings will now be held in the basement.

Mrs. Courtney Little has returned from maternity leave.

Ms. Zimmer interviewed candidates for the part time (10 hours per week) clerk position.

Ms. Zimmer outlined Ms. Brooke Battista's qualifications. Ms. Brewster made a motion, which was seconded by Ms. Adams, and was unanimously approved to appoint Ms. Battista as a part time clerk (10 hours per week).

Schoharie County will be celebrating their 250th Anniversary this year. The Schoharie Arts Council is providing \$500 to each county library to replicate life style 250 years ago.

Ms. Zimmer thanked the trustees who participated in the Maple Fest.

The staff reported that The Tiny Art Show was a popular activity.

The staff provided a different activity each day of Spring Break.

Amy Mele is in the process of taking inventory.

Friends:

Mrs. Walchko reported that the group has begun organizing the Basket Raffle. The Friends are establishing a Venmo account to assist in payments of the basket raffle and other fund-raising events.

The Friends are seeking more artists to decorate the roof slates.

The Friends are donating \$200 for plants/flowers for the front of the library.

Both Elizabeth Hackney and Catherine Ryder have agreed to become trustees if elected by write-in votes.

Treasurer's Report:

After reviewing the financial statement, Mrs. Downs made a motion to pay the bills. Ms.

Walter seconded the motion, and it was unanimously approved.

Committee Reports:

Finance:

The trustees reviewed Ms. Lynette Lawyer, our bookkeeper's, contract. After discussion, Mrs. Downs made a motion, seconded by Ms. Walter, and was

unanimously agreed to postpone signing the contract until a few details were updated.

The trustees discussed what information was needed in the financial monthly documents. The consensus was that the trustees needed the monthly statement a few days prior to the meeting in order to have a complete understanding of finances.

Building & Grounds:

Mrs. Barton showed the trustees a sketch of the proposed exterior sign. The trustees were pleased with the initial rendition; Mrs. Barton indicated that a few changes were needed.

Mr. Barnes announced that the new shed costing \$2250 will be completed within a month.

Mr. Davis met with the fire department regarding the library's needs. At their recommendation, Mr. Davis moved to purchase a Knox Box for \$500. Ms. Adams seconded the motion, and it was unanimously approved.

Personnel:

Ms. Walter indicated that Ms. Battista is a praiseworthy addition to the staff.

Policy:

Mrs. Sand explained the changes in the Collection Selection Policy. The trustees unanimously approved the updated policy.

Mrs. Sand reviewed the new Local History Room Policy including the Deed of Gift Agreement. Some suggestions were discussed, and the committee will take these into consideration. Ms. Zimmer read the Accessibility Statement:

"The Community Library is committed to providing an accessible website for individuals with disabilities. We are continually improving the user experience for everyone, and applying the relevant accessibility standards. The Web Content Accessibility Guidelines (WCAG) defines requirements for designers and developers to improve accessibility for people with disabilities. It defines three levels of conformance: Level A, Level AA, and Level AAA. The Community Library is partially conformant with WCAG 2.1, Level AA. Partially conformant means that some parts of the content do not fully conform to the accessibility standard. "We welcome your feedback. Please let us know if you encounter accessibility barriers on our website. Email: coblib@mvls.info. Phone: 5182347897. Mailing address: 110 Union Street, Cobleskill, NY 12043. This statement will now appear on The Community Library website."

Board Development:

Ms. Adams announced that the committee is working with Ms. Zimmer to develop a program for new trustee orientation.

The committee is presenting a web questionnaire for self-assessment of the board of trustees. Please complete the self-assessment within the next few days.

Long Range Plan:

The committee is continuing to seek community involvement for the completion of the Annex.

New Business:

It was agreed that the Board Development Committee will research the need for a change in time and day of board meetings.

Adjournment:

Mr. Barnes made a motion, seconded by Ms. Adams, and was unanimously approved to adjourn at 2:25 p.m.

Submitted by Virginia Downs