

**Call to Order:** As a quorum was present, President Becky Leggieri called the meeting to order at 4:05 PM

**Present:** Pat Adams, Cynthia Barton (Cindy), Denise Klug, Becky Leggieri, Kim Zimmer (Library Director), Julia Walter, Catherine Ryder (Cathie), Virginia (Ginny) Downs, Liz Hackney, Linda Carpenter (treasurer) Kimberly Walchko (Friends)

**Excused:** Nathan Davis, Tania Konwinski (joined on-line)

**Guests and Public Comment:** . NA

**Minutes:** The Minutes of December Meetings were reviewed, motion made by Julia , seconded by Ginny and unanimously passed.

**Communications:** Thank you notes for donations sent to donors from December and January. Kim in touch with Board of Supervisors to review the information they have in regard to The Community Library and it was identified that there needs to be addition to their information and education for town supervisors that The Community Library is for ALL of the towns that utilize the Cobleskill-Richmondville Central School District not just the towns of Cobleskill and Richmondville. Becky will share this information with the town of Richmondville supervisor, too.

**Directors' Report:** Kim provided an extensive list of information in her written report. She highlighted the following: Maple Fest on April 25, and asked board members to sign up for time slots to help with Children's activities and community interaction. Kim met with some community members at the Saturday Jan 24 Capital Renovation Meeting and emphasizes that there is a sense that most members of our community do not know about the renovation or even the extensive things that the library has to offer. One guest works in PR at Bassett and shared that we need to get together a packet of information that has our services, renovation plans and financial goals and get this information in multiple formats such as bulletin boards, social medial, newspaper ads/articles, columns, newsletters and Kim also said that she has permission to provide information in the CR district publication that goes out before the vote on the school budget (and Library appropriation) vote. She did also note that the statistics of circulation, visits and library use went down in 2025 from 2024, but also notes that we had a period of time without an Adult Services librarian as well as a librarian on maternity leave and a new hire that did work out. This demonstrates the need for quality librarians and meaningful programming.

**Friends:** Kim Walchco and Cathy Weidman presented a check for \$4500 from the Slate Auction to be dedicated to the Teen and Children's Room renovations. Thank you for your hard work and dedication to the Library! Kim highlighted that they continue to have the wrapping station with all occasion paper. The giving tree items and hot beverages will be taken down when they set up for Love Your Library in February. They continue to host Trivia snacks and help with library decorations for each season and continue to promote their membership for 2026. The Basket Raffle and Book Sale will be Sept 19<sup>th</sup>. Their next meeting is March 7 at 10:15. They will provide money for food and prizes for Battle of the Books in April.

**Treasurers Report:** Linda presented the financial reports from Lynne Lawyer for December 2025. The new accountant will be taking over for January and going forward in 2026. After questions and discussion Ginny moved to accept the Financial Reports which passed unanimously. Likewise Ginny moved to pay the Bills that are not part of our pre-approved vendor list. This also passed unanimously. All board members present signed the documents to pay the bills.

## **Committee Reports:**

**Finance:** Linda and Ginny announced that they continue to work on the 2026 Budget Reallocation/2027 Budget and they will be finalized in February for presentation to the school in early March. This information will be shared with the Board in the February meeting. In regard to the Director's Account, Cathie moved that monies be transferred electronically to cover that budget line each month rather than a manual written check process. Julia seconded the motion and it passed unanimously.

**Building and Grounds:** Nathan was excused today. It is noted that the two front basement windows have been blocked in by the mason we hired to do that. In regard to the Capital Campaign Ad Hoc meetings that Nathan led, Kim and Becky have notes and we will need to take next steps to further establish that committee and identify leadership and objectives. Thank you to board members who attended and we apologize for the late communication in regard to "cancelling" the Saturday meeting. The meeting did go on with those who attended and we got some very good feedback and ideas from them! Stay tuned for more information in regard to next steps for this important venture.

**Personnel:** Julia thanked everyone for turning in their Director evals. There will be some changes made to the process, criteria and opportunity for comments for the next evaluation period. The "clerk" position interviews did not meet expectations and it was determined that adding a part time Library Assistant (25 hours) would be more beneficial to programming and overall library functions. Kim provided the job description for Board Review, Julia moved to post the position and the board approved it unanimously. Kim stated that the position fits into the 2026 budget.

**Policy:** The committee will meet later this week. They are considering changing their meeting day to better coincide with Board Meetings. They will be discussing policy regarding animals in the building (for special programming) and also Library Card Registration, Fee Schedule and Code of Conduct. Pat has also provided Long Range Planning with some preliminary input for the Policy Committee.

**Board Development:** Pat thanked everyone for 100% completion of annual education requirements for 2025 and reminded everyone that a new year has started and the 2 hours plus sexual harassment training will be required for 2026. Pat made a motion that the By-Laws be amended to include the new Board Meeting Time to the 4<sup>th</sup> Tuesday of each month at 4 PM. This motion passed unanimously. In regard to Trustee Positions for the upcoming 2026 election, we currently have Nathan Davis, Tania Konwinski and potentially Colleen Mahar as candidates. Discussion followed regarding getting the word out to see if more candidates are interested in running. Pat also said that an initiative for the committee will be to establish a "Road Show" and teach ALL board members to be able to take this information into the community to clubs, personal contacts etc.

**Long Range Planning:** Thank you to all who have been considering initiatives for the Long Range Plans for the Library and also for the Renovation Project. The LRP is meeting regularly and updating the draft documents as information and ideas come forward. Kim is working with staff for the operational library initiatives and we will provide updated plans for all to consider at the February meeting.

**Adjournment:** Julia made the motion to adjourn, seconded by Denise and the meeting was adjourned at 5:40PM

**Next Meeting:** Tuesday February 24, 4PM to 6PM.

**Submitted by:** Cynthia Barton (Cindy), Secretary