

Schoharie Free Library Board of Trustees Meeting

Wednesday, January 13, 2021 7 p.m.

Present via Zoom, Officers: Pat Clancy President; Deb Paden Vice President; Dan Ennist Treasurer. **Trustees:** Bridey Finegan, Jackie Hadam, Amanda Maleszweski, Toni Schaeffer
Library Director: Don La Plant and **Prospective Board Members:** Susan Conroy, Gail Porfirio
Absent: Vanessa Repicky.

Annual Meeting called to order at 7:05. New slate of officers was voted on and approved.

Pat Clancy: President **Toni Schaeffer:** Vice President **Bridey Finegan:** Secretary
Dan Ennist: Treasurer **Deb Paden:** Corresponding Secretary

Upon a motion by Pat Clancy, seconded by Jackie Hadam: **Susan Conroy** and **Gail Porfirio** were approved as our new Board members.

All should think about becoming the assistant treasurer now to eventually take over for Dan Ennist because his term ends in a couple of years.

Pat reminded us all to sign the conflict of interest statements, email the signed document to Pat or drop them off at library. Collection of BOT Dues: \$5 Bring to the library and give to Don.

List of meeting dates and trustees address list included in materials for this meeting.

Auditor: Karl Stefanik has been the auditor in the past. He reviewed bills and then passed them on to Dan. Colm Kennedy may be willing to do this in the future.

Upon a motion by Deb Paden and seconded by Amanda Maleszweski, the vendor list was approved.

Adjourn Annual Meeting Upon a motion by Pat Clancy and seconded by Debbie Paden the annual meeting was adjourned.

Regular Meeting

Secretary's Report-Minutes correction to December minutes: Stewarts Grant was filed by Dan Ennist not by Deb Paden. Upon a motion by Debbie Paden and seconded by Jackie Hadam, the December minutes were unanimously approved.

Treasurer's Report: We received our \$86,000 tax allotment. Large donations this past month are more than \$6,000. Dan asked Stewarts for an \$800 grant instead of the usual \$500. Bill for Financial Review for \$6,000 was paid in early January.

Budget vs. Actual is of interest. We are under budget for a number of things. Program presenters and story hour are above budget. There were more online presentations because of Covid. Upon a motion by Amanda Maleszweski and seconded by Deb Paden the Budget Report was approved. Transaction Detail: Normal month. Upon a motion by Jackie Hadam and seconded by Deb Paden the Transaction Report was approved.

Director's Report: Low circulation numbers, but E-book circulation almost doubled. New people coming in for cards. 53 people are responsible for all the circulation numbers. Don wants to serve more than 53 people a month.

Program participants greatly increased. Grapevine program and crazy quilts were very well attended. Consider providing easy crafts for children to take home. Programs that are interactive are important. Leftover materials can be shared with nonparticipants.

Everyone is following mask mandates. Browsers are coming in since Middleburgh and Cobleskill libraries are closed. If there is a spike in Covid cases in Schoharie we may go back to curbside pickup. Jackie Hadam suggested school closure is a good marker for possible library closure.

Covid grant money from SEEC and IDA grant (reimbursement for equipment and supplies). Don would like to buy some bins for books from the library return box. \$2500 SEEC grant will be spent on Kim Cleveland's cleaning and additional online programming. Some of the SEEC grant is already spent. Pat Clancy and Don LaPlant will decide how much grant money is available to spend. Don would like volunteers to come into the library to help move books, etc. One at a time volunteers. We can set up rules, no more than 15 people in the building/masks.

Grants: Don is interested in rural libraries grant and a diverse books grant. Anyone interested in helping with grants contact Don. Do we need the Post Office box? Don will find out if they will deliver mail to the library. We will need a mailbox installed at the library. Dance and performance troupe wants to film inside our library. Will a waiver for a group be necessary? Jackie Hadam shared the Gallupville House waiver form. Bridey will ask John Wisniewski. Toni Schaeffer made a motion to approve the dance troupe filming as long as they are a max of 5 people, filming during library hours with use of masks and social distancing. The motion was approved.

Community patronage: Can one nonprofit organization donate to another nonprofit organization? It is done as long as restricted funds are not used. Don would like to contribute to Schoharie County Historical Assoc. This idea was approved.

Lisa Brown of the Eaton family made a \$500 donation for children's materials or materials for the Eaton Room. She also wants to make additional donations to the library. Don would like to buy a new library drop box. Upon a motion by Amanda Maleszweski, seconded by Susan Conroy Don's Director's Report was approved.

New Business:

Adoption of Resolution re Tax Cap: Upon a motion by Pat Clancy and seconded by Deb Paden the resolution was approved. 9 in favor 0 opposed 0 Abstentions

Advocacy Grant: Debbie and Don will decide how to spend the Advocacy Grant to support the tax levy, increase the number of cardholders and increase the library's role in the community.

We will get a new lock for the front door and the door by the circulation desk. Both doors will have the same key. We will ask for 12 numbered keys. The library credit card needs to be put in Don LaPlants name instead of Cathy Caizzo's name. Pat Clancy will take care of this.

Old Business

We approved the 2021 Budget in December. Bridey gave an update on insurance.

Executive Session

Upon a motion by Pat Clancy, seconded by Jackie Hadam, the Board unanimously entered into executive session, at 9:30 p.m. The Board unanimously exited Executive session at 9:54 p.m.

The Board unanimously adjourned at 9:55 p.m.

Respectfully Submitted,
Bridey Finegan
Schoharie Free Library Secretary