

## Schoharie Free Library Board of Trustees Meeting

Wednesday, May 12, 2021 7 p.m.

**Present in person, Officers:** Pat Clancy President; Toni Schaeffer Vice President; Bridey Finegan Secretary; Dan Ennist Treasurer. **Trustees:** Susan Conroy, Jackie Hadam, Deb Paden, Vanessa Repicky. **Via Zoom:** Amanda Maleszweski, **Library Director:** Don La Plant, **Program Director:** Jennie Mosher

Meeting called to order at 7:04 p.m.

**Secretary's Report**—Minutes- Upon a motion by Deb Paden, seconded by Vanessa Repicky the April minutes were unanimously approved.

**Treasurer's Report** –Monthly Financial Report and Transaction Detail There was discussion about reimbursing ourselves from the SEEC Grant for expenses covered by that grant. SEEC Grant application should match up with the expenses we want to reimburse. Upon a motion by Jackie Hadam, seconded by Sue Conroy, the April Financial Report was unanimously approved. Upon a motion by Jackie Hadam, seconded by Toni Schaeffer, the April Transaction Detail Report was unanimously approved.

**Program Director's Report**—The Schoharie Free Library and Jennie Mosher will be receiving an award at the MVLS Annual Meeting on May 19 for online programming during the pandemic. Upon a motion by Deb Paden, seconded by Jackie Hadam, the Program director's Report was unanimously approved.

**Director's Report** Upon a motion by Sue Conroy, seconded by Deb Paden, the Director's Report was unanimously approved.

### New Business:

- MVLS Annual Meeting—Recognition of Schoharie Free Library and Jennie Mosher's "Tech Savvy: Adult Digital Literacy Programs," MVLS Library Recognition Award- Bridey Finegan will attend remotely.
- COVID-19 Reopening of library: Discussion about how programming will proceed. Upon a motion by Toni Schaeffer, seconded by Jackie Hadam, Storytime will be virtual through June, 2021. Don LaPlant's reopening plan will be posted on the website.
- Communications and Messaging- The Library website will be updated. Bridey Finegan, board secretary will distribute the Draft Board meeting minutes no later than 2 weeks after each meeting.
- Updating SFL Program Policies-Don LaPlant will update the Schoharie Free Library program policies.
- New Board Members-Notices for the need for new Board members will be placed on the Library website and in hard copy in the library. Bridey Finegan will respond to inquiries.
- Fundraising: a) Garage and book sale- The library will host the September Book Sale even if the village wide garage sale does not happen. Don LaPlant, Jody DeJong and

Vanessa Repicky volunteered to work on this. b) Grants-The library received \$181 from the Hannaford bag sale. Discussion of possible Bullet Aid from Chris Tague and/or Peter Oberacker, Need for a new Book Drop \$8,000, acquisition of hot spots, Chrome books. Toni Schaeffer described a grant program sponsored by State Farm Insurance. There is a short application. Grants up to \$25,000 are awarded.

### **Old Business:**

- SFL Building repairs and maintenance including grounds- weatherizing and repair of front door, electrical improvements, motion sensors, State Education Department construction grant available for historic preservation.
- Advocacy Grant – Vote May 18<sup>th</sup>, 12 noon-9 p.m.
- Bike rack installation- Thank you to Vanessa and Tim Repicky for completing this installation last month.
- Required Sexual Harassment/Harassment Training for Board and All Employees- Board members will look for programs that fulfill the requirements
- CHAR/Tax Return-Government extension of the due date, now Nov. 15. Dan Ennist shared the recommendations we received from our recent financial audit with Evening Star.
- On-line bill payment-Dan has done this for our recent credit card bill
- Insurance Issue follow-up-Bridey Finegan read an email from John Wisniewski, our Building & Liability insurance agent, explaining that the increase in our premium was due to 4% inflation of buildings and contents limits and to increased litigation and carrier costs. Bridey Finegan will ask John Wisniewski to give us an estimate of premium increases in the future.
- Pat Clancy and Deb Paden will conduct a “Schoharie Free Library 101 Workshop,” for Board members and Don LaPlant, to learn about Association Libraries.
- Bridey Finegan reported on the Village Planning Board meeting she attended on 4/28/2021 regarding Dr. Hazeem Elbially’s building project at Mainbridge. Dr. Elbially plans to build a 4,100 square foot addition to the rear of Mainbridge, a 4 stall garage of 1,475 square feet to house a second floor lab and add 2 parking lots to his property. The Planning Board will make its decision re the project within the next 30 days.

**Executive Session:** Upon a motion by Jackie Hadam, seconded by Deb Paden, the Board entered Executive Session at 8:45 p.m to discuss the employment history and matters leading to the appointment or employment of particular persons.

Upon a motion by Pat Clancy, seconded by Jackie Hadam the board exited Executive Session at 9:30 p.m..

Upon a motion by Toni Schaeffer, seconded by Pat Clancy, the Board unanimously approved using funds from the Storytime budget and the recently received MVLS award, a total of \$900, to increase Jennie Mosher’s hours by 2 additional hours per week through Dec. 2021.

Upon a motion by Pat Clancy, seconded by Toni Schaeffer, the Board reentered Executive Session at 9:35 p.m. to discuss the employment history and matters leading to the appointment or employment of particular persons.

Upon a motion by Pat Clancy, seconded by Jackie Hadam, the Board exited Executive Session at 9:45 p.m.

No action was taken

Upon a motion by Pat Clancy, seconded by Toni Schaeffer, the meeting was adjourned at 9:46 p.m.

Next meeting: June 9, 2020

Respectfully Submitted,

Bridey Finegan

Schoharie Free Library Secretary