

Board Minutes: May 11th, 2021

Present: Mary Jane Plummer, Ann Zieno, Nancy Hornung, Sue Ruestow, Pat Smith, Beth Paine.

Also in attendance: Marcie Gifford, Duane Shoen from Insero & Co.

Absent: Ken Howard

Meeting called to order at 4:36 p.m.

Insero & Co. representative presented the 2019-2020 library audit. They found no issues with our accounting procedures.

Marcie and Duane Shoen excused at 4:56 pm.

The 990 was reviewed. Motion made by Sue Ruestow to accept the 990 with 2 minor changes to be made by Insero & Co.; second by Nancy Hornung. Motion carried.

Minutes:

Motion by Pat Smith to accept the minutes of the April 13th meeting. Second by Sue Ruestow; motion carried.

Correspondence:

Four County Library System has sent out surveys for Board Trustees and library staff to complete to help them create their plan of service for the next 5 years highlighting general areas of interest and concerns that we might have. Beth will send this to Board members via email.

Personnel:

Library Page Kori Scott will be leaving for college in August so we have listed the position.

We have been unable to fill the Weekend Cleaner position and have listed it for a third time.

Library Assistant Sarah Fredette will be moving to Oregon in August and will be officially resigning on August 28th, with her last day of work being August 27th. We will be listing her position in May so that there will be time to relist or divide the full-time position into two part-time positions if no qualified candidates are found.

Dave Dewey arrival at 5:19 pm

Financial:

Check numbers 12251-12279 were reviewed.

Sue Ruestow made a motion to accept the gift of \$400.00 from the Friends of the Libraries to pay for our Sidney Center and Masonville Branch Libraries video circuit. Second by Ann Zieno; motion carried.

Nancy Hornung made a motion to accept the gifts of \$1,000 for Booster Books and \$144 for Sensory Kits from the Sidney United Way. Second by Dave Dewey; motion carried.

Dave Dewey made a motion to accept the Board Claims in the amount of \$43,723.85; second from Sue Ruestow. Motion carried.

Building & Grounds:

There was a problem with the heat/AC in the library on May 1st and May 3rd. Seth from C&H Cooling and Heating came in and it was low water pressure in the system due to the fluctuations in the outside air temperature. He did suggest we order some spare parts that might be needed should there be further issues so that we have them on hand.

The business capacity COVID restrictions are being lifted effective May 19th. I will be discussing how best to move forward with the staff at our meeting on the 13th. Most likely we will discontinue appointments except for the DVD room and computers as it is difficult to maintain a 6-foot distance in those areas.

Dave Dewey made a motion to accept the \$850 quote from Gene Polasik for power washing the Sidney Library building and washing the windows. Pat Smith second; motion passed.

Unfinished Business:

We will be receiving our new leased copier from EBE on Wednesday, May 12th.

The Tri-Cities Opera performance has finally been rescheduled as a virtual performance and will take place during our Summer Reading Program from July 19-August 1. The performance is of *Monkey and Francine in the City of Tigers* which coincides with the summer animal theme of Tails with Tales. The virtual performance is much less expensive than the live performance, so the remainder of the grant money from Roxbury Arts Grant that we received to fund the program will go towards “book bags” that will contain a variety of interactive materials and books relating to the show and the Summer Reading Program.

The new digital sign has been repaired. The cost is being covered by the Sidney Community Foundation.

New Business:

Beth will be filling out the Intent to Apply letter for the 2021-2022 New York State Construction Grant requesting funds to pave the Masonville Branch Library parking lot.

There has been some question regarding sales on the library property, whether outside organizations can conduct sales on the front yard. Beth will be writing a policy regarding this, with all final decisions being made by the Director.

Garbage and recycling pickup changed over to WRE from Casella due to multiple issues arising with Casella over the past year including inconsistent pickup, rising variable costs each month, and damage to library property and the dumpsters. Our service agreement with WRE is \$76.20/month.

Dave Dewey made a motion to continue with our current flood insurance coverage with Selective for the annual cost of \$3,845. Sue Ruestow second; motion carried.

Friends of the Libraries:

The Friends of the Libraries agreed to fund the pizza for our Teen Nights and for BJ the Clown for the Summer Reading Program kick-off party.

Other:

Patron statistics remain very low for the branch libraries, but Sidney is seeing a slow and steady increase in patron visits.

Beth presented the proposed 2021-2022 Library Budget at the Sidney Central Board of Education meeting on May 4th via Zoom. Elisabeth Sellen is the only person to have submitted the required petition to run for the open Library Board Trustee position.

Beth brought up the idea of creating an area in the existing Sidney Library building for patrons to attend telehealth visits with their physicians and/or their therapist. Many community members do not have the technology or internet service that allows them to keep up with their physical and mental health appointments now that many health facilities are not allowing in-person visits unless it is an emergency. She will continue to do research on this and will keep the Board updated as to her progress.

The president of the Sidney Chamber of Commerce contacted Beth requesting that she attend the June 3rd meeting to make a presentation regarding the library's status with reopening and our current programs.

The next meeting will be held on June 29th at 4:30 pm.

Motion to adjourn at 6:12 pm by Dave Dewey; second by Sue Ruestow. Motion carried.