

Board Minutes: August 10th, 2021

Present: Dave Dewey, Sue Ruestow, Ann Zieno, Nancy Hornung, Ken Howard, Pat Smith, Lisa Sellen, Beth Paine.

Meeting called to order at 4:30 p.m.

Minutes:

Motion by Ken Howard to accept the minutes of the July 13th meeting. Second by Pat Smith; motion carried.

Correspondence:

None.

Personnel:

Stephanie Bartell has been hired as a Part-Time Library Clerk to take over Sarah Fredette's circulation desk hour, tech classes, and open hours. She started on August 9th.

Michelle Maggio, our Masonville Branch Clerk, has begun training with Sarah Fredette to take over her children's programming duties. She will temporarily be going above 20 hours per week during training. Sue Ruestow made a motion to temporarily allow Michelle to go over 20 hours/week. Second by Nancy Hornung; motion carried. Due to her increased responsibilities, Beth proposed that Michelle receive a raise to \$13.75/hour. Sue Ruestow made a motion to increase Michelle's wage to \$13.75/hour effective 8/2/21. Second by Pat Smith; motion carried.

There still have been no qualified applicants for the Weekend Cleaner position. We will continue to list the position until someone has been hired.

Kori Scott has resigned her position of Library Page effective August 14th.

Financial:

Check numbers 12363-12385 were reviewed.

Ken Howard made a motion to accept the Board Claims in the amount of \$13,229.54. Second by Nancy Hornung; motion carried.

Building & Grounds:

Gene Polasik finished changing light bulbs and ballasts at the Sidney Library.

Dave Dewey and Beth met with a NYSEG Representative on July 28th to do an audit of the lighting in the Sidney Library to change over to more energy efficient lights. They contacted Beth and stated that there currently is no more funding available for 2021, but that they will reach out to her when the funding for 2022 becomes available.

Unfinished Business:

RPI has reached out to Beth to give the target date of August 25th for the completion of the Masonville Branch Library appraisal. At that point, it will be submitted to Coughlin & Gerhart and they will get the final documents together to complete the transfer of the building and property from Kathy Lent to the Sidney Library.

Beth has requested that the library go Juvenile Fine Free. Over half of the Four County Library System libraries are now Juvenile Fine Free and 14 are completely Fine Free. Any Lost or Damaged Juvenile items would still incur charges. Ken Howard made a motion to go completely Fine Free; Nancy Hornung second. This did not pass with a vote of 0-7. Sue Ruestow made a motion to go Juvenile Fine Free; second by Pat Smith. Motion passed with a vote of 6-1.

After a discussion regarding the declining use of the Sidney Center Branch Library and the operating hours. Sue Ruestow made a motion to close the Sidney Center Branch Library on Tuesdays effective September 7th with the caveat that should library usage increase, the Board can vote to reopen on Tuesdays. Second by Pat Smith; motion carried.

New Business:

All New York State Public Libraries and Library Systems are required to have a 5-Year Strategic Plan that is filed with the state. We currently have a strategic plan that is good through 2022, but since Beth is on the committee assisting Four County Library System as they update their plan, she has begun work on updating the Sidney Library plan. Beth went to the most recent Chamber of Commerce meeting and presented the Community survey she has created to receive input from members of the Sidney community. She is hoping to do some focus groups with community members this fall and winter and the surveys will be placed in local businesses in hopes of reaching people that are not current library patrons. It was suggested that they could also be distributed at the school open house.

Friends of the Libraries:

The Friends of the Libraries have agreed to fund the entire cost of the \$700 arbor replacement. They have also agreed to fund \$400 towards the cost of the books for the children's author visit in September.

Other:

A new security system has been installed and is working well.

Mask Update: Beth has updated the mask policy to follow CDC and County Health Department recommendations that everyone wear masks indoors no matter their vaccination status.

The Summer Reading Program is doing better than expected, with 61 children registered who have read a total of 13,905 minutes, and 231 attendees at our programs as of 8/9/21.

The daily average for patrons at Sidney Library is now up to 64.

The Sidney Library will begin to be open on Sundays again starting September 12th. This will be a test run and could be eliminated again if patron statistics are very low.

Beginning in September, there will be an additional Minecraft program added so that there will be one completely virtual and the other in-person.

NY State has mandated that all businesses create a new policy for the HERO Act – Airborne Infection Disease Exposure Prevention Plan. Beth is currently working on the policy and has discussed adding UV lights and MERV9 filters to our current HVAC system. She will present this at the September Board meeting.

Motion to adjourn at 5:48 by Lisa Sellen; second by Sue Ruestow. Motion carried.