

Board Minutes: September 14<sup>th</sup>, 2021

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

Absent: Ken Howard

Meeting called to order at 4:32 p.m.

*Minutes:*

Motion by Lisa Sellen to accept the minutes of the August 10<sup>th</sup> meeting. Second by Nancy Hornung; motion carried.

*Correspondence:*

The Sidney Memorial Public Library received a letter from Assemblyman Joseph Angelino congratulating us on receiving a NY State Construction grant in the amount of \$32,887 for the resurfacing of the library parking lot.

Sue Ruestow made a motion to accept the NY State Construction Grant in the amount of \$32,887. Lisa Sellen second; motion carried.

*Personnel:*

Michelle Maggio has stated that she cannot continue with the Children's programming duties after Thanksgiving. The hours involved are much more than she expected. We will be listing the position as soon as possible.

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

*Financial:*

Check numbers 12386-12421 were reviewed.

Pat Smith motioned to accept the \$100 donation from Ann Whiting. Second by Nancy Hornung; motion carried.

Sue Ruestow made a motion to accept the Board Claims in the amount of \$11,393.86. Second by Nancy Hornung; motion carried.

*Building & Grounds:*

The digital sign has been having some issues and DCLED Signs will be sending out a tech to diagnose and repair it as soon as possible.

The new arbor for the entrance to the Vartuli Garden has been ordered and should be up before the end of the month.

The security system panel alarm has a trouble signal. The ADT technician came to diagnose the issue and stated that it had been hit by lightning multiple times and the board needed to be replaced. We filed a claim with our insurance company and they are covering \$1610.45 of the \$2,110.45 on the claim. We have to cover our \$500 deductible.

The Masonville Community Foundation contacted Beth to get permission to use the Masonville Branch Library parking lot for the Community Festival on September 11<sup>th</sup>. Beth explained that they would need to provide us with a certificate of liability naming us as an additional insured for that date and location. We received a copy of the rider on Friday, September 10<sup>th</sup> and they were given permission to use the lot, but told that they would need to cordon off the section that they would be using.

*Unfinished Business:*

The Masonville Branch Library appraisal was completed by RPI Appraisal and was submitted to Coughlin & Gerhart. The required paperwork has been sent to the Delaware County Clerk for filing. Coughlin & Gerhart will contact us when they receive the completed transfer paperwork.

Beth submitted the NY State Construction Grant application for the paving of the Masonville Branch Library parking lot to the Four County Library System for review. They will inform Beth if there are any corrections to be made and the it will be submitted to the state.

Correction to the July 13th minutes: The balance on the Mirabito's quote was an amount owed, not a credit. The vote to have Mirabito's as our fuel oil provider for the Sidney Center and Masonville Branches stands with no qualifiers. Motion to accept the corrected minutes by Nancy Hornung, second by Pat Smith. Motion carried.

*New Business:*

Beth and Marcie met with Bill VanGorder from NBT to review the library insurance policies. Beth requested that before the next renewal, that they get quote comparisons from other carriers. Bill recommended that we get an updated appraisal on the Sidney Library. Beth plans to have this done within the next year.

New York State announced that under the new HERO Act, all businesses are required to have an Airborne Infectious Disease Exposure Prevention Plan. Beth has submitted the policy she has created for the first reading by the Board of Trustees.

Lisa Sellen motioned to accept the quote from Clark Construction at a per visit rate of \$95 for plowing and \$55 for salting at Sidney and \$80 for plowing, shoveling, and salting the sidewalks at Masonville. Second by Sue Ruestow; motion carried.

*Friends of the Libraries:*

The Friends of the Libraries have purchased a bench to replace the old wooden one in the Vartuli Garden.

*Other:*

The Summer Reading Program did better than expected.

- 70 Programs held, with 354 people in attendance
- We had 71 Children from Birth-17 sign up for Summer Reading, with 44 active participants (turned in at least one bookmark)
- Our total number of minutes read: 23,945 (yay!!!)
- We had money left over from the Dollar General Grant that we received, so we decided to do a giveaway for the active participants.
- We gave away a child-proof kindle for Preschoolers (5 & under), a Kindle 7 for K-2 & 3-6th graders, and a Kindle 8 to our 7-12th graders.
- We also purchased cases for all of the Kindles and we are getting pictures of the winners soon.
- Overall our programs were well attended and we received a lot of positive feedback from our participants.

The daily average for patrons at Sidney Library remains at 64.

The Sidney Library began being open on Sundays again starting September 12<sup>th</sup>. There were six patrons during the 3 hours we were open. This will be a test run and could be eliminated again if patron statistics are very low.

The Sidney Center Branch Library was closed on 8/14, 8/17, 8/21, and 9/4 due to staffing issues.

Motion to adjourn at 5:03 by Pat Smith; second by Nancy Hornung. Motion carried.