

Board Minutes: November 9th, 2021

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

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

Minutes:

Motion by Pat Smith to accept the minutes of the October 12th meeting. Second by Sue Ruestow; motion carried.

Correspondence:

None.

Personnel:

Connie Snow has been hired to take over Michelle Maggio's children's programs. She started training on November 1st.

Stephanie Bartell resigned effective 11/8/21 with no notice and the job will be listed in the Walton Reporter and the PennySaver, in the libraries and online.

Applications for Weekend Cleaner are being reviewed.

Financial:

Check numbers 12452-12479 were reviewed.

Ken Howard made a motion to accept the Board Claims in the amount of \$43,016.50. Second by Sue Ruestow; motion carried.

Insero & Co. have filed for an extension of the 2020-2021 Form 990 deadline.

Building & Grounds:

The security panel board was replaced by ADT on October 15th.

Unfinished Business:

Ken Howard made a motion to accept the \$29,598 New York State Construction Grant for the Sidney Parking Lot project. Second by Lisa Sellen; motion passed.

Beth will get quotes from local engineers regarding the cost of hiring them for the Sidney Library Parking Lot project.

New Business:

Sue Ruestow made a motion to accept the health insurance renewal cost of \$998.38/month per person from Excellus Blue Cross and Blue Shield for the Excellus BCBS Simply Blue Plus Platinum 3 coverage. Nancy Hornung second; motion carried.

2022 Closing Schedule are as follows:

*1/1/2022 (Saturday)	New Year's Day
Monday, January 17	Birthday of Martin Luther King, Jr.
Monday, February 21	Washington's Birthday
Monday, May 30	Memorial Day

Monday, June 20	Juneteenth
Monday, July 4	Independence Day
Monday, September 5	Labor Day
Monday, October 10	Columbus Day
Friday, November 11	Veterans Day
Thursday, November 24	Thanksgiving Day
Friday, December 23	Christmas Eve (Saturday)
Monday, December 26	Christmas Day (Sunday)
Monday, January 2	New Year's Day (Sunday)

Ann Zieno made a motion to accept the proposed holiday schedule and closings and requested that Beth rewrite the Holiday Schedule and Closings to show that when a holiday falls on a Saturday, it will be observed on the preceding Friday. When a holiday falls on a Sunday, it will be observed on the following Monday. Second by Pat Smith; motion carried.

Beth has updated the Quarantine Leave Policy to adjust the pay for part-time employees. Lisa Sellen mad a motion to accept the policy change as written. Second by Pat Smith; motion carried.

Sue Ruestow made a motion to accept the quote for annual service for HVAC from C&H Cooling and Heating for Sidney Library for \$1793 and \$360 for the Masonville Branch. Second by Lisa Sellen; motion carried.

Friends of the Libraries:

The Friends of the Libraries have funded the continuation of our movie license, which covers the library from 10/1/21 through 3/31/23.

The Friends Grand Book Sale brought in approximately \$400. There are 60 boxes of books left over and the Friends plan to take these to the Salvation Army in Oneonta sometime in December. They will begin holding their Books a la Carte sales again on the first and third Saturdays of the month. And the Friends movie had 15 people in attendance.

Other:

The Sidney Library daily average for patron visitors remains at approximately 65/day. Sundays are averaging 6/day. This number is increasing and if the trend continues, we will remain open on Sundays for the rest of the budget year.

Ann Zieno made a motion to have Food for Fines from November 14th through November 21st. This applies to only items from Sidney, Sidney Center, and Masonville. Second by Ken Howard; motion carried.

Youth programs continue to have high attendance and adult in-person programs continue to be expanded. There will be an acrylic painting on November 20th and a Wreath Decorating Class on December 4th for \$10/patron. The cost per wreath from Baxter's is \$25, and decorations will be purchased from the Dollar Store, so Beth has requested funding from the Friends to help pay for the wreaths and supplies.

Patron checkout history is now available for patrons in their online account on the Four County Library System website.

Beth will be contacting Ty Steinbacher about updating the hours on the Sidney Center Branch sign.

The Sidney Memorial Library and the Sidney Center and Masonville Branches will continue to follow the Sidney Central School District's weather closing and delay decisions.

Motion to adjourn at 5:37 by Lisa Sellen; second by Ken Howard. Motion carried.