

Hazard Library Board Meeting
Minutes for August 12, 2013

The meeting was called to order at 7:05 p.m. Present were Ken Knight (President), Jay Ardai (Treasurer), Kris Minster, Amy Emerson, Denise Littlejohn, Kathy Bailey and Lisa Semenza (Library Director). Rachel Karn was excused.

Minutes for the July meeting were approved (Kathy/Jay).

Librarian's Report: At Lisa's suggestion a motion was approved to add Linda's name to the list of signers for the library credit card (Denise/Kris).

Lisa and Linda have been working on updating the library's files.

Someone needs to post the No Smoking signs.

The price for patrons printing copies was clarified: the 1st two pages are free; additional pages cost .20 for color, .10 for black and white. Lisa would like to establish a policy for handling research requests. Should we charge for labor as well as copying and postage? She will look into how other libraries in our area deal with this.

Lisa requests that we read through the "timeline" and "trustee responsibilities" sections of the trustee handbook and make any needed changes.

Library hours of operation will change this fall. Lisa would like to open earlier on Tuesdays, with Story Hour beginning at 9:30. She would then keep the library open for the rest of the day. Saturday hours will remain on our summer schedule (closing at 2:00), at least until a final decision is made.

Treasurer's Report: Jay reported on 2013 Book Sale earnings of \$3919.69.

Jay paid state and federal taxes for library employees.

An error on July's account sheet was corrected. Treasurer's report approved (Denise/Amy).

Old Business:

Book Sale: Kris suggests that book sorters dispose of textbooks and possibly vhs tapes as they come in. These items do not sell well and take up too much space.

Mitchell Brown's crew did a great job moving books to the firehouse.

Kris will arrange a gift for Scott Gross and thank-you cards for Connie Rejman, Carolyn Littlejohn and Jackie Dickinson.

Outdoor Repairs: Dave Marion can do the work for \$5800. Doug Wood has not yet provided an estimate. Ken will be in touch with him.

Outdoor Light: Ken has asked NYSEG to install a light over our parking area.

Internet: Keith Batman hopes to be up and running with Clarity Connect within 6 months.

New Business:

Ken would like to hire Mark Dunham of Moravia to make a new sign for outside the library.

Ken will arrange for septic tank inspection, as required by Cayuga County.

Other: Beginning in September, board meetings will begin at 7:30 p.m. instead of 7:00. Amy is teaching a class this semester—after December we will return to the 7:00 start time. Meetings are still held the 2nd Monday of each month. Usually.

Meeting adjourned at 8:40 p.m.