Hazard Library Board of Trustees

Minutes to the Annual Meeting

April 10, 2017

Call to Order 7:00 PM

**Attendance:**

* **Presenting Guest:** Glenn Gaston
* **Community Members:** Lynne Bradley, Ruth Bradley, Trudy Buxenbaum, Jack Charles, Mary Lou Charles, Aiden DiSanto, Dan DiSanto, Beth Gaston, Bonnie Glosky, Bridget Hastings, Dierdre Hastings, Maggie Hastings, Ken Knight, Ken Huphill, Monica Lacey, Rosemary Lacey, Tim Littlejohn, Dorothy Lonsky, Dillwin Otis, Sally Otis
* **Trustees:** Denise Littlejohn, President, Amy Emerson, Treasurer, Laura Talcott, Treasurer (nominee), Nancy Hart, Secretary, Kathy Button, Ron Buxenbaum, Betsy Donald, Doug Hastings, Kathy Kirk,
* **Staff:** Lisa Semenza, Director, Linda Bush, Library Assistant

**President’s Remarks:**

* Denise welcomed the community, board and staff to the Annual Meeting.
* Denise introduced Glenn Gaston who presented his program, *Eagles of Cayuga Lake.*

**Business Meeting** called to order at 7:58 pm

**2016 Annual Meeting Minutes:**

* Nancy Hart read the minutes to the 2016 Annual Meeting.
* Kathy Button moved and Ron seconded approval of the 2016 minutes. Motion carried.

**Treasurer’s Report:** Amy Emerson

* The Library received a 2016-2017 $10,000 grant from Senator Nozzolio.
* We received $3500 in County funding this past year. There has been no county funding in the recent past.
* Our in-house accounting has been transferred to Quickbooks Online. Lisa and the Treasurer will have access. Our incoming treasurer will be trained in Quickbooks use.
* Denise and Amy made a presentation to the SCCS school board with respect to the school district library budget line this year. We are requesting an additional $6000.
* Nancy moved and Doug seconded approval of the Treasurers report. Motion carried.

**Director’s Report:** Lisa

* Library use: Door count, patron registration, computer users, visitors to our website and book club attendance all increased in 2016-2017.
* There are more books in our collection.
* Finger Lakes Library System now offers Hoopla movie and music service, ebooks and audio books.
* Clarity Connect is now our internet provider. The school system is our back-up.
* The arrival of Clarity Connect in the county allows many more patrons to use Hoopla, Zinnio and Overdrive.
* In addition to dvds, the library has a blue ray collection and video games.
* The Rosen grant-funded Summer Reading Program continues to be a collaboration with the Aurora Library, the Southern Cayuga school system and the King Ferry Food Pantry. Brian Hoke ran a “book mobile” delivering books to food pantry families and to families using the swim bus. The new grant will continue this programming this summer.
* An Arts Council grant funded music and arts programming for our summer program.
* This spring’s Anne Frank Community Read will be on May 3rd. We will be reading Jack Mayer’s Life in a Jar. In addition, Mr. Mayer will speak at the school on Friday, May 5th. Sally Otis announced that the program will be preceded by a catered meal.
* The library will sponsor a scavenger hunt in February.
* Lisa thanked Linda Bush for her creative programming ideas.
* Spring Break programming will include Lego building and a Potato Head day.
* The Summer Reading Program theme for 2017 is Build a Better World. Programming at the library will include Science on the Porch in July, a Ukulele Camp in August, a weekly Cream at the Top ice cream cone drawing for children, teens and adults and Cream at the Top Sundae drawing.
* Lisa thanked all our library volunteers.
* Betsy moved and Sally seconded approval of the Director’s report. Motion carried.

**Denise** recognized Lisa Semenza and Sandy Groth for their 2017 Finger Lakes Library System Youth Services Award. The award acknowledged the collaborative success of our innovative summer reading program.

**Library Policy Updates:**  Denise presented the following policy updates:

* Unattended Children Policy
* CIFA Compliance
* Emergency Closing Policy
* Printing, Copy and Fax Policy

**Library Upkeep:** Ron Buxenbaum and Ken Knight replaced the hot water heater and sump pump. Rewiring and outdoor lightingwill be improved using Nozzolio funds.

**An audit** of library financials will be done soon.

**Post Office Lease:** The most recent Post Office lease was signed in 2012, renewable after 5 years, for an additional five years. The Post Office has stated its intention to renew the lease for the second 5 year period in May of 2017, ending in May of 2022. We received assistance from Representative Katko’s office in communicating with the Postal Service. We cannot negate the lease, but can restructure the building, as long as we maintain current services and a minimum Post Office space. We are investigating how much space is required.

**School Tax Library Funding Request:** We are requesting an increase of $6000 from $40,500 to $46,500. Aurora is increasing from $48,500 to $54,500.

Thank you to Amy for her clear presentation to the School board.

**Amy** is leaving the Hazard Board of Trustees. Thank you to her for her years of service to the library. She has been a wonderful help. Sally mentioned that it is good that we are having our accounts audited, as we are changing treasurers.

**Trustee and Treasurer Election:** Denise entertained a motion to approve Laura Talcott as a Trustee and Board Treasurer. Betsy moved to elect Laura Talcott as a Hazard Library Trustee and Board Treasurer. Doug seconded. Motion carried.

**2017-2018 Board of Trustee Officers:**

* President, Denise Littlejohn
* Treasurer, Laura Talcott
* Secretary, Nancy Hart

Kathy B. moved that we adjourn the meeting. Doug seconded. Motion carried.

Meeting adjourned at 8:38 pm.

We retired for refreshments.

Respectfully submitted by Nancy Hart, Secretary.