

Hazard Library Board of Trustees Meeting
Hazard Library, Route 34B
Poplar Ridge, NY

Minutes of Monday, January 14, 2019

Present: Laura Talcott, Nancy Hart, Kathy Button, Doug Hastings, Ron Buxenbaum, Betsy Donald, Lisa Semenza

The meeting was called to order by President, Nancy Hart, at 7:11 p.m.

The **Secretary's Report** was amended concerning exact amount of Lisa's salary to state the current rate as of December was \$24,144 (not \$24,000), and new salary will be \$25,244 (not \$25,000) per year.

Kathy motioned to accept amended secretary's report and Ron seconded. Carried.

Announcements: 1) Thanks to Ron for taking down the Christmas decorations on the porch.
2) A check for \$100 was received from Kathy's son, David Hughes.
3) Aurora Free Library has included their Annual Report in their Annual

Appeal mailing.

4) A bill for \$500 came from FLLS for media. Lisa will send this.
5) Discussed closings for bad weather--The policy states that the Library will follow school delays & closings but may be opened in the afternoon at the discretion of the Library Director (on regularly scheduled days).

6) Thank you to Ron for taking care of the downed tree branch in the yard.

Director's Report:

December 15, 2018 - Meeting for the Rosen Grant - Lisa attended.

December 5, 20, January 8 - Sandy & Lisa visited EH Pre-K Classes. As Lisa was sick, Sandy did the 12/20 visit alone.

December 11 - Chris Cummings-Shattuck visited Story Hour as "Mrs. Claus". (No Story Hour on 12/25 & 1/1. The Library was closed the morning of 1/8 due to ice. Hope to resume Story Hour on 1/15.

December 13 - Lisa attended the FLLS training on Reader's Advisory. It was National Hot Cocoa Day & packets were given away or made cups for people with the Keurig.

January 7 - Those involved in the Summer Reading/Outreach/Rosen Grant met to brainstorm how it will be conducted this coming summer. The Rosen Grant application is due at the end of January. Outcome information will be presented to the Literacy Committee on January 15. The group will also be planning for "I Love to Read Month" in February.

Library Cleaning - The last day for cleaning by the Katuras was 12/22. Where do we stand with Lisa Gilfus. Nancy will check with Lisa.

Book Sale Bin/Bags - The bin is not in a good spot to get donated books out. Doug will put cement blocks under it to raise it up to make it easier for book removal. When it snows, there is

not easy access. Betsy asked about putting sturdy bags in the bins so the whole bag (with the books inside) could be pulled up by the handles. Doug noticed the canvas bags used by FLLS are locally made. (Geordie Magee Canvas Company). Laura motioned, Doug seconded to have Lisa look into purchasing up to 6 canvas bags for up to \$150.

Treasurer's Report - Received \$4,615 so far from the Annual appeal. For payments to contracted services for over \$600, a 1099 form needs to be issued. The 2019 budget is finalized. Laura moved and Doug seconded to accept the finalized budget. Carried.

Library Space Committee - The Committee met on November 7. Larry Liberatore, architect, is not accepting any money to do a more-to-scale dementional drawing of the Post Office space. Ron will also attend the next meeting on January 23 from 3 - 5 p.m. Lisa found old blueprints of the building.

Thank you Doug for working on this project.

Sexual Harassment Policy and Training - Kathy moved to accept the Sexual Harassment Policy as Lisa sent it out. Ron seconded. Carried.

Statewide Library Advocacy Day in Albany - January 21. Lisa will attend and invited any board members to join her. The van which is arranged for FLLS will leave at 6 a.m. (driven by Chuck Minster).

March 7 - Youth Services Meeting will include a Library Tour at 12:15 at Hazard Library followed by a meeting at the Aurora Library at 1:00 p.m.

Mission Oak Chairs - Betsy will further pursue this coordinating a time when Jackie Dickinson can go to look at the chairs at Dodie Rowlands.

The meeting was adjourned at 8:08 p.m.

Respectfully Submitted,
Betsy Donald - Secretary