

Hazard Library Association

Minutes of the Board of Trustees - February 11, 2019

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

Minutes of the January Meeting: One correction -- Advocacy Day is not January 21, but February 27. Nancy needs to register. The van is arranged by FLLS for Cayuga County participants. It leaves Auburn around 6 a.m.

A motion to approve the corrected minutes was made by Ron and seconded by Doug. Carried.

Announcements: Septic Issues- The alarm went off. Had not been very long since the tank was pumped. Kesslers came and pumped it again. They seem to be difficult to get ahold of. A bill was submitted. Do they reset the alarm?

Ron will look into this.

Reinforcing beams in the basement ceiling for the floor support in the building.

JP Builders did the work. The bill for the five post beams and labor was \$1,100. Thank you to Doug for his help getting this accomplished in a short time frame.

Library Space - Larry Libatore's wife had heart surgery so he will be doing more shortly with floor plans. Progress is being made. Thank you Ron and Doug.

Library Director's Report:

January 15: Story Hour resumed. A few new families are attending.

January 15 & 22 - Literacy Committee meetings to discuss "I Love to Read Month" (February) as well as what summer programs will look like.

January 24 - Lisa met with Elaine Meyers & Brian Hoke to discuss our summer program and Rosen Grant 2019. Elaine & Lisa completed the grant application together on 1/31. Information will come in March if funding is approved.

This year's grant will incorporate:

- *Money for programs for both Hazard & Aurora Libraries

- *Money for books

- *Money to fund "I Love to Read Month" activities in 2020 (Author visit, books, Book & Breakfast)

- *School based outreach program - at risk students will get bussed in on Tuesdays in the summer for reading tutoring, lunch, & Science on the Lawn. They can check out books at school or Hazard. There will be some book giveaways. The Food Pantry is subsidizing the lunch aspect.

- *Hiring someone to take care of the Little Free Libraries.

January 28 - Lisa Gilfus did her first cleaning - Her bill is \$50. Lisa Semenza will leave a check. The cleaning will be done every 2 weeks.

January 30 - Lisa attended the "Director's Advisory Council" meeting at FLLS as one of our county reps. At that meeting the following was discussed:

*The state budget, funding and the need for advocacy in Albany - There are large cuts in funding being proposed. There are post cards on the table for all to fill out (going to our representatives) stating why the Library is important to us as individuals and the community.

*The 2020 Census will be conducted primarily online and it is anticipated that libraries will play a large part in assisting people with completing this. There is no funding being proposed by the state to assist with this.

*The FLLS billing policy was approved.

January 31 - Jody Pettit installed the beams in the basement to shore up the library floor.

February 2 - Take Your Child to the Library Day -- The weekly guessing game to win a container of treats was started. Anyone who came into the library that day got a prize.

February 6 - Cayuga County Library Directors met ("Cayuga Connect"). Sarah and Nora from FLLS joined the group. Reviewed the DAC meeting and discussed plans for better ongoing advocacy with our county legislators. We will make sure our circulation parameters are in sync with each other.

February 6 - Book Club met in Aurora to discuss "The Great Alone" by Kristin Hannah. Nine members were present. Lisa was not able to attend.

February 7 - The tote bags arrived on 2/6. They were put into the book sale bin on 2/7.

February 8 - Sandy & Lisa did their monthly pre-K visits. They read books about friendship and love to tie in with Valentine's Day. Storyteller, Jay Stetzer, came to the elementary school in conjunction with "I Love to Read Month".

Other Items to discuss:

*Front door is misaligned & will blow open. Will latch if slammed. Doug looked at it and feels it may be weather related. It is fine when it is locked. It was suggested to put a sign on the door to "close firmly".

*The State Annual Report is due on 2/19. It will need to be approved. As soon as it is ready (with Laura doing the financial section) and Lisa doing the rest, it will be emailed to all BOT members to be voted on.

*February 14 Sandy and Lisa will give away books and bookmarks during lunch periods at EH.

*February 19 & 21 will be puzzle days during February School Break.

*February 21 will be FALCONS Meeting.

*February 27 is Advocacy Day (also "Book & Breakfast" at EH but Lisa will be going to Albany).

*March 7 - Youth Services Advisory meeting will be held at Hazard & Aurora Libraries.

*The light on the porch (that shines on the mailboxes) is out. Ron will check with Saxton's Electric on this.

Treasurer's Report: Quick Books does not always align with the bank account, but will align with the annual report.

The Annual Appeal as of 1/31/19 was \$5,410. Laura will look into the 2017 annual appeal.

A motion was made by Doug to accept the Treasurer's report. Ron seconded. Carried. It was noted that the January Treasurer's Report was not voted on, so Doug motioned to accept the January report & Ron seconded. Carried.

Sexual Harassment Training: Nancy needs administrative training. Lisa had already been trained. All volunteers and board members will need this when it is all set up.

New Board Members: Nancy noted that we are down one board member and two were absent at this meeting. We need to be thinking of people who may become members. "Public awareness of this" will be put in the SC Tribune (2/28), Facebook, Rambling Reporter, and on Library slips.

Annual Meeting: We need to plan for this which will be held the 2nd Monday in April. Lisa may have some information. A brochure needs to be completed.

Betsy will check to see if Cathy Mullarney would do a program about her trip to El Salvador.

Performance Reviews: These need to be completed and discussed.

Betsy will send a letter requesting use of the Meeting House for the summer program use. Ron will check on who the letter should be addressed to.

The meeting was adjourned at 8:24 p.m.

Respectfully, Betsy Donald, Secretary