

## **Hazard Library Association Board of Trustees Minutes**

Wednesday, December 11, 2019

Present: Nancy Hart, Rich Harrison, Ron Buxenbaum, Pat Covert, Connie Rejman, Kathy Button, Doug Hastings, Betsy Donald, Lisa Semenza Excused - Laura Talcott

Secretary's Report: Rich moved to accept the minutes of the November, 2019 meeting and Kathy seconded. Motion carried.

Library Director's Report:

November 12 - Information is in the November minutes.

November 21 - FALCONS meeting at FLLS:

Stephanie Adams (who presented at the annual meeting) is becoming the FLLS lawyer.

CENSUS 2020

- There will be a 2-month window for people to complete it (mostly online) from March-May. We anticipate most people will do this in April.

- You will receive a postcard in the mail with the website and a unique code for each family. One per household.

- An unknown # of people will still receive paper forms. This is based on anticipated internet access in the area.

- FLLS will let us borrow a tablet to be devoted to the census and set up a secure network for it. It will be locked on the correct domain to avoid people going to a spoof site.

- Governor Cuomo has added money to the budget for the census, but not directed at libraries at this point, however colleges will be recipients.

November 22 - Joe DeForrest stopped in and gave us a check for \$1,000.

November 25 - Sandy and Lisa returned to the Pre-K classes to celebrate "Friendsgiving" with them and did a "giving thanks" and turkey themed story time. The classes were combined.

November 28 - Closed for Thanksgiving.

December 4 - Book Club met. Our December meeting always includes a cookie exchange and the reading of a holiday story and then we plan out our reading list for the next year. There were 11 members in attendance.

December 7 - The Health Care Navigator came again.

December 10 - Linda and Lisa attended the Cayuga County History Symposium in Auburn. Nancy Hart covered Story Hour. Discussed help with preservation of materials. Hazard Library currently is housing historical materials, and there has been discussion with Opendore board members including Guy Garnsey about moving some/all of these items to have them housed at

Opendore. There is "blanket" funding of up to \$5,000 just for ideas then more money could be available for the actual project. This is worthwhile for us to pursue.

#### ITEMS TO DISCUSS:

- Hanging Christmas lights on the porch -- Trudy did the greens. Nancy and Lisa put up the wreath which is lighted. It was decided that these decorations were sufficient for this year.
- Water drips from the eaves onto the ramp. The gutter looks like it needs to be cleaned out. It gets very slippery there. It was suggested that Phil Collins could be hired for this.
- The tree by the north side of the library building needs to have limbs trimmed. Some limbs hang very low especially when there is snow on them. Ron will look into limb trimming.
- Lisa asked if we can turn off the septic alarm for the winter months now that we know the general schedule? It is dangerous (and can be difficult) to go down to the basement to turn the alarm off especially in bad weather. Ron will look into a committed schedule as it may be cheaper (\$240 for each quarter now.) He will ask about having it pumped in mid-January.

#### Throughout December:

- We will be collecting items for the Food Pantry. They have requested hot cocoa packs this year.
- People can also donate \$5 to offset the cost of books to be given to all children whose families use the pantry. These books would be included in a "Holiday Family Gift Bag".

December 12 - Lisa is meeting with a rep from Ingram to compare how much it would cost to order from them vs. our current book supplier which is Baker and Taylor.

December 19? - Sandy and Lisa will do a holiday themed Story Hour for the combined UPK/Head Start classes. Focus: Gingerbread people.

December 24 - Closed all day for Christmas Eve.

December 31 - Open 9 - 12 noon. Closed the rest of the day for New Year's Eve.

#### Additional Info:

- The Post Office Box bill came (\$64). Lisa will pay this. Rich asked how many mailboxes are in use.
- Volunteers did much of the annual appeal letters as did Linda & Lisa. All Board Members seemed quite appreciative of this.

Letter from Keith Batman: Kathy Button discussed Keith's letter as he suggested that we get people to contact their local Cayuga County legislative rep. to encourage support for local libraries and discuss why the monies are needed (Polaris System which ties all the libraries together), and that all other counties budget county funds for their libraries. Kathy suggested that we could also 1) Send letters to the Editor,

2) Contact Legislators, and 3) Go to earlier budget meetings (not just the night of the budget vote.)

Treasurer's Report - Since Laura was absent there was no budget information.

Budget: The 2020 budget needs to be approved by 12/31. This information will be viewed on line and all Board Members will vote on line.

OLD BUSINESS:

- ANNUAL APPEAL - Funds are already coming in. Two memorials have come in for Butch Reynolds and Pearl White.

- LIBRARY SPACE PROJECT - Rich talked with Patty Jones at the North Carolina Post Office Facility. Basically, it was thumbs down on everything! The Post Office did a space utilization report and feels they need all the space. About a week ago, John Katko's office was contacted to look into this. Gavin Gretzky, Katko's Aide has been helpful. Nancy thanked Rich for his continuing efforts in this area.

- EH LOCK REPAIR/BINS/BOOK STORAGE - Connie reported that the new lock is wonderful. All sorters have keys and can come and go as needed.

- Doug will move the bins (1 inside EH, and the other 1 to the Library porch.)

- Nancy suggested a press release to please hold book donations through the winter months.

- Lisa suggested having someone ask if we could use some of the P.O. space to store sorted books through the winter.

OPENDORE: A Committee from Opendore's Board and a Committee from Hazard's Board should meet to see how we can mutually work together for the benefit of both organizations and the Southern Cayuga community.

Our next meeting will be on Monday, January 13, 2020 at Opendore at 7:00 p.m.

The meeting was adjourned at 8:18 p.m.

Respectfully Submitted,

Betsy Donald, Secretary