

Hazard Library Association Board of Trustees Minutes
Monday, January 13, 2020
Opendore, Sherwood, NY

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

Guy Garnsey and Larry Bell (Opendore Board Members and Volunteers) took our group on a tour of the building including the main floor, 2nd floor and the basement. Nancy noted how nice the basement would be for sorting books when the volunteers are finished using the area for restoration work.

7:44 p.m. - Nancy called the meeting to order. We heard the Opendore information from an exploratory meeting held on 1-2-2020 which included members from both the Hazard and Opendore boards. Lisa handed out information on Opendore Co-Use Consideration from that meeting. If the Library were to move to the Opendore site, expansion on the south end of the building would need to be built replacing or supplementing the Poplar Ridge facility. Currently the Hazard Library building is limiting adequate public space for materials, visitors, staff, and programs. More room is needed for office space, staff workspace, and a dedicated children's area. Efforts to gain some of the space from the USPS have not been successful. Common areas on the first floor at Opendore could be co-used by both organizations. Limited storage for Hazard's archival materials, archival books, and local history manuscripts could be housed on the second floor. In keeping with the architectural design of the building, if the south wing addition on the former building foundation footprint would have to be two stories. A program study would need to be done by HSSM's historic preservation architect, Crawford and Stearns which would be funded by Hazard Library. Most of the expense from the addition would be provided by Hazard Library in various forms.

Advantages:

- HSSM would fulfill their goal of Opendore being a community resource.
- Hazard Library would have more space --specifically designed for library functions.
- The existing common spaces on this developed site is a considerable cost savings.

Disadvantages:

- Proximity to the SCCS school in Poplar Ridge is of value for students to walk to the Library, however, busing to Sherwood is a consideration.
- The School has been great in working with the Library for the Summer Reading Academy (a 6 week program to maintain reading skills which was introduced in conjunction with the School and Library) and participation by the school-based Science Camps.

There are many legal considerations. See notes from the 1st Exploratory Meeting for full details.

Doug asked about use of the current Library building. Rich asked how much the bottom line would be for the cost of renovation to the Poplar Ridge site. Laura expressed concern about the ability to get grants. Doug felt we would need an architect for both places. It was agreed that our first step would be to hire a lawyer. Although it was not for voting purposes, Nancy asked how many were interested in looking into expansion at Opendore or at HL. All agreed that we need to move forward.

Rich noted that we probably have adequate funds to do what we want at the Hazard Library Building, but not at Opendore. Lisa noted that there are large State Construction Grants available for Library

building/expansion. Since we would be leasing the area, the question came up as to whether we could get funding on leased property. The internet is also a big consideration at Opendore. This is not the first time moving the library has been considered. When it was discussed over 10 years ago, the board at that time could not find an adequate space to move into. At the current Hazard Library building when expansion could move into the USPS space, the interior would probably be enough space, but there would still be problems with parking, the poor basement entrance, septic and water issues.

Nancy will send out an email for volunteers to be on a committee to look into funding.

MINUTES OF THE DECEMBER MEETING: A motion was made by Doug and seconded by Connie to approve the minutes as amended--Correction --The original PO lease was always 15 years, not 10 years with 5 years added. The motion carried.

LISA'S LIBRARY DIRECTOR REPORT:

DECEMBER 12 - Lisa met with our Ingram representative. An order has been placed with them. Book prices are cheaper. Processing fees are a little higher per book (to cover). The site is not as easy to use as Baker and Taylor. We aren't as happy with the book jacket attachment. Lisa didn't know if they notify us of release dates of books when they ship. At this point, we will keep both as options at the moment.

DECEMBER 19 - Sandy and Lisa did a holiday themed story hour for the combined UPK/Head Start classes. The focus was on gingerbread people.

DECEMBER 24 - The Library was closed all day for Christmas Eve.

JANUARY 2 - Nancy, Ron and Lisa met with representatives from Opendore.

PROS:

- 1) Beautiful spaces being designed & existing rooms which could be used for office, program, meeting, and reading areas.
- 2) Hazard could design & build a new space for the Library from the ground up (2 floors).
- 3, The infrastructure is there for heat, toilet room & septic, kitchenette, electricity, lift to the second floor areas.
- 4) Archive Room is being built
- 5) Lawn Space
- 6) Basement space available for book sorting and storage

CONS:

- 1) We would lose our proximity to the school.
- 2) We take away an existing entity on the Poplar Ridge corner.
- 3) Will the extra drive affect willingness for King Ferry/Genoa patrons to come?
- 4) The Charter would need to be changed.
- 5) Larry Bell raised the question as to whether we can get the construction funding to build a leased structure.
- 6) Internet capability? Clarity Connect is not available there.

JANUARY 4 - The Health Care Navigator came again. People have not come here to meet with him even though it has been successful elsewhere.

JANUARY 7 - Story Hour resumed, however the only ones who came were a grandmother with a sleeping baby. We have lost regulars to Aurora Preschool.

JANUARY 7 - Sandy and Lisa attended Literacy Committee Meeting.

1) February is "I Love to Read Month" - Rosen 2019 will fund the breakfast at the end of the month. There will be special events during school all month. Got Book volunteers (or others) will introduce the author who will visit in March through reading her books in classes. The Libraries have been invited to have a table at the Got Book Celebrations that are held quarterly (one on 2/6).

2) The Author, Sandra Markle, non-fiction writer, will visit on April 30 which is funded by Rosen 2019. A visit by Dan the Snakeman during the break earlier in April to go along with her writing is being worked on.

3) Summer Reading 2020 -- The Summer Reading Academy is being held again (for the struggling readers) with funding to be requested through Rosen again. Grant application due date is 1/23.

JANUARY 8 - Book Club met at the Aurora Library. The meeting was moved a week later to avoid New Year's Day. "Clock Dance" by Ann Tyler was discussed.

UPCOMING:

JANUARY 14 - Sandy and Lisa will read to the Pre-K classes with a winter theme.

FEBRUARY 13 - Sandy and Lisa will do their pre-break book giveaway during the lunch periods at EH and read to Pre-K Classes with a Friend Theme for Valentine's Day.

ITEMS DISCUSSED:

1) Should we leave one box out at old EH for book drop off? The box on the porch has already been filled to the rim twice during the first week of January. It is listed on the website that donations should be held (if possible) until the weather is better. The sorters moved a box outside again at the old EH building. Nancy commented that it should be moved back inside the sorting room as it is a dangerous liability to have it outside the building during the winter months. Doug agreed that he will move the books.

2) Linda and Lisa are planning a February event (Kindness is Contagious). They want to get personalized hand sanitizer to hand out as a marketing tool. This was discussed by the group. 100 will be ordered with the Library name & phone number. This marketing tool will be introduced in February and available as long as the supply lasts.

3) Note: As of 1/9/2020, we have received \$5,755 for our annual appeal.

4) Microsoft is discontinuing all support and updates for Windows 7 as of January 14, 2020. Consideration needs to be done replacing the remaining 2 Windows 7 public computers.

TREASURER'S REPORT:

Laura will resend her report as it only goes from 12-1 to 12/13/19. Salaries were raised 3% by unanimous email vote.

Doug motioned and Rich 2nd to approve the budget. Even though it was approved on line, Nancy took a vote at the meeting and it was carried.

ANNUAL MEETING: April 13 at Opendore. Board Members going off are: Ron and Kathy. We need to be thinking about people who may be interested in joining the Board.

GUTTERS: Phil Collins cleaned the gutters.

TREE BRANCHES: Matthew Lawrence trimmed the trees and removed the cut branches.

SEPTIC: Kessler's will pump the septic tank the last week in January.

USPS SPACE: Lisa asked Nicole at the Poplar Ridge Post Office if we could store sorted books in part of their space and she agreed.

NEXT MEETING: February 10. Betsy will be gone during the February and March meetings. Someone will need to take the minutes. It was suggested that Kathy may be willing to do this.

The meeting was adjourned at 8:56 p.m.

Respectfully Submitted, Betsy Donald, Secretary