

Hazard Library Association Board of Trustees Minutes  
Monday, February 17, 2020

Present: Nancy Hart, Lisa Semenza, Patricia Covert, Connie Rejman, Doug Hastings, Ron Buxenbaum, Kathy Button

Absent: Laura Talcott, Rich Harrison, Betsy Donald

Approved Minutes of 1-13-20, Connie moved, Patricia second, all approved

Library Director's Report:

- Lisa presented information about the Annual Report. The Board voted to approve this report. Patricia Covert moved, Ron Buxenbaum seconded, unanimous approval.
- Information for Board of Trustees:
  - Board members will be required to do training each year as well as the online sexual harassment training program. Training might consist of a presentation by Lisa, or another knowledgeable presenter, on a topic relevant to the library.
- We should add to our by-laws with regard to training, specifically delineating the consequences for not completing training within a timely manner.
- We are still waiting for the Community Arts Grant, and Lisa has applied for this year's Rosen Grant.
- We need to request the use of the Friends Meeting House for upcoming programs. Betsy Donald has done this in the past and we hope will do so again.
- The phone line has been down since 2/7. Lisa contacted Verizon on 2/11 (new pole erected on 2/10, but with no wires connected), they have scheduled a service call for 2/18.
- Advocacy Day in Albany is on February 25. Lisa is looking for volunteers to participate.
- The rest of Lisa's Director's Report is at the end of the minutes.

Treasurer's Report:

- Laura was absent. Lisa reported that no big changes had occurred this past month. The balance of the Rosen Grant was paid out.
- We decided to postpone a vote on the Treasurer's Report until next month when Laura will be available to answer any questions or concerns.

School Budget Request:

- Hazard Library currently receives \$50,000 per year from the school budget. We are currently in good financial shape and see no reason to ask for an increase. Kathy moved, Doug seconded, a motion to maintain current income from our local school district carried unanimously.
- Nancy will notify SCCS of our decision.

#### Board Candidates:

- We discussed a number of people who are good candidates to serve on the Board of Trustees. Each of us will invite people to join the Board and we will report the results of our inquiries in an email to the Board, so that we know where we stand in terms of numbers.

#### Book Sale/Book Sorters:

- Connie Rejman brought up the information given to her by a former code enforcement officer that the Emily Howland Building should remain accessible in case of a fire, and thus the driveway should be regularly plowed. This is not currently being done and we are unsure as to whose responsibility it is to provide a clear path to the building. Connie Rejman will ask the Venice Highway Superintendent for more information.
- Kathy Button related information about Robinson Books, a used book business in Binghamton. They will bring their own boxes to pack up and take the books leftover from our annual book sale, and will also make a library donation. The Board agreed to pursue this option and Kathy will contact them to set up the details.

#### Opendore/ Expansion

- There is work to be done to advance the idea of expanding our current library footprint. Many on the Board are enthusiastic about exploring the possibility of building onto the Opendore site and using their facilities (document storage, parking, communal spaces, etc).
  - We need to explore the estimated square foot costs of such a project.
  - We need to contact a lawyer, beginning with the lawyer for the FLLS library system, to explore the legal ramifications of such a move.
  - Nancy would like to form a committee to decide and act on the next steps in this endeavor.
  - Lisa found that library grant money is available for a rental space.

#### Annual Meeting

- We decided that since the 2nd Monday in April was so close to Easter (and indeed is considered “Easter” in some religious traditions), we will aim to have our annual meeting at Opendore on Saturday, April 18 at 3 pm.
  - The program will be a presentation of our ideas for collaborating with Opendore for the use of their current space, as well as building onto the site for a new library space.
  - Someone will need to contact an Opendore Board member to make sure the space is available for the meeting, and to see if someone on their Board is willing to make a presentation to the public about this collaboration.
  - We will advertise the meeting in local publications: The SCCS Tribune, Rambling Reporter (if timely), the Citizen, the Ithaca Journal (if possible)

Next month's meeting: Monday, March 9 at 7 pm, Hazard Library

The meeting adjourned at 8:40 pm.

Respectfully submitted,  
Kathleen Button

### **Library Director's Report February 17, 2020**

**January 14** – Sandy and Lisa visited the Pre-K classes for a winter themed story time.

**January 23** – We submitted the application to the Community Foundation of Tompkins County (aka Rosen Grant). It is requesting funding for similar programs as last year (year-round literacy activities at EH, Summer Reading Academy, Summer Reading program support, Little Free Libraries)

**February 1** – The Health Care Navigator came and had 2 people come to talk to him. We have also had 2 people call the library asking for information about how to contact him.

**February 1** – We kicked off our “Kindness is Contagious” campaign. We have had 27 adults, 1 teen, and 17 children get involved. Anyone who comes into the library is also able to enter to win one of the 3 movies and can get a hand sanitizer (Kindness may be contagious but we don't want anything else to be 😊)

**February 1** – We also began taking photos of people for the “Real People. Real Dollars” campaign for advocacy. This shows how much people have saved by checking items out of the library rather than purchasing them. If I haven't already taken your picture please consider doing so. This is taking the place of the postcard campaign this year.

**February 5** – Book Club held at Rebecca Ruggles' house to discuss “A Star For Mrs. Blake”. We had 13 members in attendance.

**February 6** – Linda and Lisa attended a training at FLLS related to Census 2020.

- It is hoped the majority of people will complete it online but there are paper and telephone options available as well. It is available online and on the phone in 12 languages. A large type option is available for the paper version.
- The first wave of postcards will be going out from March 12-20. These go to homes with a physical mailing address. Each address has its own “code” that will need to be entered (or you can enter your address).
- If you have a PO Box then a census worker will deliver the postcard to your home. They are currently looking to hire more census workers if anyone is interested.

- The census is 10 questions long and should not ask for personal information, money, or SSN. Lisa has a sample copy.

**February 6** – Sandy and Lisa went to school to have information available for parents as they waited in line to pick up their children from the “Got Book” celebration/movie. This will occur quarterly. We spoke to 34 adults and 21 children.

**February 12** – *Cayuga Connect* meeting held in Weedsport (Cayuga County Library Directors)

- We discussed county funding – the legislators don’t really have a full understanding of where our funding comes from. There is some concern by them that we are “double dipping” because we get county and school district funding from taxes paid by our community members.
- The general sense is that we should do more “education” for the legislators – where does our funding come from (“multiple streams”), regulations libraries are subject to, minimum standards.
- Some of the counties give money directly to FLLS rather than the member libraries – we don’t know what they will think of this as an option
- One legislator suggested that the Towns may have money available for the libraries

**February 13** – Sandy and I visited EH to do our monthly Pre-K Story Time visit and then did book giveaways to all students during their lunch periods.

- 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 April through reading her books in classes. “Book and Breakfast” to be held on Thurs 2/27.
- Author Visit on April 30 – funded by Rosen 2019 – Sandra Markle – she writes non-fiction.
- Summer Reading 2020 – we are going to hold the Summer Reading Academy again (for the struggling readers) with funding to be requested through Rosen again.