

Hazard Library Association
Board of Trustees Meeting by Zoom
Monday, November 9, 2020

PRESENT: Nancy Hart, Patricia Covert, Connie Rejman, Bess Simkin, Deb Beyea,, Betsy Donald, Lisa Semenza

ABSENT: Laura Talcott

President, Nancy Hart, called the meeting to order at 7:05 p.m.

MINUTES: Bess motioned, and Deb seconded to accept the October 19, 2020 minutes. Carried.

TREASURER'S REPORT: In Laura's absence, Lisa briefly noted that she paid the Workman's Comp which was around \$600 and was lower than last year. The other expenses were the NYSE&G and phone bills. Nancy noted that this is the 3rd meeting Laura has missed. She has not picked up on some expenses that needed to be paid. Connie suggested that we ask Laura if she needs help and what we can do. Nancy will call her as she is also behind on deposits. With the annual appeal going out soon, there will be many deposits that will need to be done as well as the budget that will be coming up soon.

LIBRARY DIRECTOR'S REPORT:

OCTOBER 21 - Directors' meeting to discuss upcoming changes to Minimum Standards. Sarah will be doing a special training just for Trustees as well. We won't have to report on them until the 2022 annual report. (Have all of 2021 to make sure everything is put into effect.)

- By-Laws and all other policies need to be reviewed and updated every five years.
- We need to put a long-range plan into effect but this should be a fluid document and can change over time. It should be "achievable". Progress should be reported in our annual report/annual meeting. This needs to be posted on our website. A workshop will be presented on writing these.
- Our budget should be posted on the website as well.
- The annual report needs to be done every January.
- Agendas to board meetings should be posted on line a week ahead of the meeting with draft minutes posted within 2 weeks of the meeting.
- Technology training is needed for all employees. Trustee education may be put into effect at a later date.
- New standard related to Community Partners & (partnering with other libraries does not count). We are doing this with the SC school district and with the Food Pantry.
- COVID was discussed.
 - Deliveries will continue as they are until further notice.

There is no guidance being given at the State level related to rolling back services. However, we can choose to change our service level at any time we feel it

is necessary.

OCTOBER 28 - Member Support Group Meeting – Mostly discussed youth programming and an upcoming library staff book club related to Social Justice.

*Visitors are higher each month. There are not a lot of people at any one time.

*Just had the Library Read.

October 31 - 19 treat bags (candy or animal crackers & stickers) were given out for Halloween. Our collection of cereal and fruit for the Food Pantry ("The Great Give Back") ended. Donations were given by 4 people.

ONGOING:

Bess will check with Phil Collins to see if he is willing to continue snowplowing again.

OPENDORE - Guy Garnsey contacted Lisa and Nancy as to where we stand. Nancy said we can invite him to our next meeting on Zoom. Can discuss construction grants. We don't really have any new information. It is difficult to go forward without ideas of costs.

STORT HOUR - Going with the flow each week depending on the weather and who is available. Sometimes Lisa moves to Thursday if the weather is bad on Tuesday. We need to send our insurance rider to the Fire House and then we can meet there once the snow flies. Lisa will contact the insurance company.

SEXUAL HARASSMENT TRAINING - Go to <http://www.flls.org/hr/> if you haven't already done so either here or for another job. Please forward certificates to the library. Lisa will ask FLLS about the certificates.

PROPERTY TAX-CAP RESOLUTION: 2021 Hazard Library Tax Cap Override Resolution is as follows: *WHEREAS, the adoption of the 2021 budget for Hazard Library may require a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and WHEAREAS, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified Board members; now therefore be it --RESOLVED, that the Board of Trustees of Hazard Library voted and approved to exceed the tax levy for 2021.*

UPDATES:

ROSEN Grants 2019 - Sandy is making arrangements with children's author /cartoonist / illustrator, Frank Cammuso, to do some virtual programming. She is working in conjunction with the EH art teacher, Jacqueline Webster, to have grades 4-6 participate during their school time and will set up an evening event for other members of the community and Peachtown. Each

child and those participating in the evening program will receive one of his books and some drawing materials so they can draw along with him. This plan was approved by Rosen.

UPCOMING:

NOVEMBER 18 - Directors' meeting with Sarah.

NOVEMBER 19 - FALCONS meeting. Rex runs the quarterly meetings.

OTHER:

LIGHT OVER PORCH RAMP: Rich thought the light over the porch ramp either needs a new light bulb, needs to have the sensor cleaned, or may just need to be replaced. Lisa will plan to have Saxtons look at it since they installed it.

BOARD MEMBERS: We still need someone to take care of maintenance and other board members.

SEPTIC ALARM: The alarm is back on and we will see how long before it takes to go off.

OLD BUSINESS:

*ANNUAL APPEAL LETTER: Labels and envelopes are all set. Lisa will get stamps for the mailing and for Betsy for acknowledgements. Nancy wrote the letter and did a great job. On the back, she removed the volunteer job of shelving books. Lisa will check on the number of letters we need and will contact Auburn Document Center to have them printed. If they are printed soon, Lisa and Linda can take care of the mailing. Labels are coming from Staples. Lisa will let us know if she and Linda need extra help.

NEW BUSINESS:

*BOOK SALE: After discussing the Drive-By Bag sale, it did not seem that people would be that receptive to it. Therefore, this will not take place. No donations will be accepted December through March. Book bins will be moved inside. Linda & Lisa will get an article to the Tribune which will be coming out soon.

Nancy mentioned orders on line, but it was decided that it would be too time consuming.

Scott/Connie will contact the furnace guy to see if he wants books that the sorters feel are not saleable.

LANDSCAPING: Bess will look into weed-wacking behind the library against the building. Lisa mentioned that there are a lot of pine needles and Bess mentioned there are a lot of pine cones.

NEXT MEETING: Monday, December 14, at 7:00 p.m. on Zoom.
Lisa will let Guy know.

ADJOURNED: The meeting adjourned at 8:15 p.m.

Respectfully Submitted,
Betsy Donald, Secretary