

**Hazard Library Association Board of Trustees Meeting**  
Monday, June 14, 2021

The meeting was held on the library lawn.

PRESENT: Sandra Chandler, Beth Frazier, Sonjia Turner, Connie Rejman, Patricia Covert, and Lisa Semenza.

ABSENT: Bess Simkin and Deb Beyea

President, Connie Rejman, called the meeting to order at 6:35 p.m.

SECRETARY'S REPORT: A motion was made by Sonjia and seconded by Sandra to accept the Secretary's Report. Carried.

TREASURER'S REPORT: Patricia reported that there was not much activity this month, just normal bill paying. We received \$3,500 in Cayuga County funding. Total assets amount to \$350,891. We discussed moving money around to take advantage of interest rates. Connie proposed we move all, but \$20,000 of checking account funds to a money market account. Sandra seconded it. Carried. Connie moves to transfer the funds from the CD that matures in July to a money market account since they have the same interest rates and the money market has the benefit of flexibility. Seconded by Sandra. Carried. A motion was made by Sandra and seconded by Connie to accept the Treasurer's Report. Carried.

**LIBRARY DIRECTOR'S REPORT:**

MAY 19 – Monthly Directors Meeting with Sarah Glogowski. See attachment of “Director’s Meeting May 2021” for some guidance on mask mandates (*it’s really all up to us to decide on a policy*). Libraries in the system are all doing different things. We are starting to have more people show up without masks.

MAY 20 – FALCONS meeting – It was very short and we mostly discussed computer bulk buy which we aren’t doing this year.

MAY 21 - Stephanie Adams (Lawyer) did webinar *The New Safety: Factoring the CDC's 5/13 guidance and NY's changing mandates into the mix at your library*. Patricia watched it and I will be before the meeting. I have forwarded the information from it (recording, PowerPoint, and handout) if you are interested/have time to view it.

MAY 25 – Sandy and I presented our monthly Story Time (virtually) for the UPK and Head Start classes. We will be able to provide our last Story Time of the school year in person on June 22 and 23!

JUNE 1 – The increased hours (20 hours/week) are now in effect. We extended our hours to Tuesdays and Thursdays 9-12 & 2-7 and Saturdays 9-1.

JUNE 3 – Book Club met on Zoom to discuss “A Long Petal of the Sea” by Isabel Allende with 7 members present. We plan to meet in person for our July meeting.

JUNE 8 – Jackie Dickinson cleaned off our porch and ramp. She is willing to do some weeding as well. She recommends putting plexiglass atop the pillars to keep the birds from nesting next year. There has been some deterioration of the cement on the porch, steps, ramp this past year. This needs to be looked at and addressed. We have some Helming funds that could be used toward working on this.

UPCOMING:

JUNE 16 – Next Director’s Meeting with Sarah

JUNE 18 – Rosen Grant funds (2020) are being used for a “Virtual Field Trip” for Emily Howland students. Moreland the Magician will be doing magic shows and teaching tricks to each grade (pre-K through 6<sup>th</sup>) via Zoom. They will be provided with materials for doing the tricks. The same day Sandy and I will be doing a book giveaway during each of the recess periods. This is our first in-person visit to the school since March 2020. Each student will also be getting a bookmark with summer reading activities, a reading log, and a Bingo board.

JUNE 22 & 23 – UPK and Head Start Story Times

JUNE 28 – Official start date for Summer Reading (officially runs through August 28)

JULY 13 – Science on the Lawn begins (runs 6 weeks)

JULY 15 – Ukulele Camp begins (runs 5 weeks)

ITEMS for DISCUSSION:

**MASK REQUIREMENTS:** We are now at Stage 4 of the Reopening Plan in Response to Covid-19. We need a Stage 5 and discussed updated guidelines for masking while browsing. Sandra proposed and Patricia seconded on Stage 5 expectations to use the Hazard Library, which states, due to the confined space and limited airflow we are asking patrons who visit the library to wear a mask. Carried.

**UPDATING VOLUNTEER POLICY (related to COVID):** Lisa will write Stage 5 expectations for volunteers to reflect CDC guidelines. We will vote on the updated version in the next meeting in July.

**QUARANTINING BOOKS:** The time table for this has been changed. Books will now be checked in the next open day. Most libraries are no longer quarantining books. Checking books in the next open day works well with the library space and schedule.

**VISITOR NUMBER POLICY:** Common sense will be used to determine this figure. The library has a small number of patrons visiting at any one time.

**ROBIN NESTS:** We will look into preventive measures next year, like plexiglass to block the robins from making nests.

### **OLD BUSINESS:**

**BOOK SALE:** We will update our listing on Book Sale Finder. We will need a huge amount of volunteers. Lisa has a list of volunteers. The hours will be M-F: 10-7; Sat: 9-4; Sun: 12-4; final Sat: 9-2. We have the Fire Hall July 17- August 9. We discussed pricing and the timing of restocking books. We agreed on the following pricing: hard covers \$1.50; trade book \$1.00; DVDS/Books on CD \$2.00; music CD \$ 1.00; puzzles & games \$0.50; last day \$5.00/bag. The Fire Hall will be cleaned by Sunday, August 8th and on Monday August 9th the remaining books will go to Ithaca. We discussed a new location for book sale and book storage. Opendore may be a possibility.

**OPENDORE:** When talking of the library's plan for expansion we discussed Opendore's invitation for the library to relocate to their space which would include a meeting room and an archival room for our local history collection.

### **NEW BUSINESS:**

**PORCH STATUS/YARD:** The porch, ramp, and basement entry have deteriorated and need attention to correct it. Jackie Dickenson has suggested that Guy or others from Opendore can be a resource. The Helming and Nozzolio funds are available for this work.

Bess has done some weeding around the library. Sandra's daughter is a landscape architect and she will see if her daughter may be available as a resource to guide decisions about landscape maintenance in the library yard. We also will look into the functionality of the newly discovered water spigot behind the library.

**HIRING NEW CLEANER:** We discussed responsibilities and rate of pay. We agreed to pay \$35 per cleaning at a frequency of 2x/month with clearly defined responsibilities.

**NEW MEMBER:** We welcomed Beth Frazier to the board!

The meeting was adjourned at 9:00 pm.

Respectfully submitted,

Sonjia Turner