

HAZARD LIBRARY ASSOCIATION
Regular Meeting of the Board Of Trustees
Minutes – October 18, 2010

The meeting was called to order at the Library at 7:00 pm. Board members present were Ken Knight (President), Jay Ardai, Kathy Bailey, Rachel Karn, Kris Minster, and Dodie Rowlands. Library Director Sally Otis, Carolyn Littlejohn, and Connie Rejman were also present.

The group carried books from the porch to the basement, and toured the basement to discuss arrangement of the shelving units. Ken & Jay agreed to cut down the shelves to fit, and install within a month or so.

MOTION: To approve the minutes of the previous meeting on September 20, 2010 as written. (Ken Knight/Kathy Bailey). All in favor.

ANNOUNCEMENTS:

The furnace needs a required upgrade to meet current safety codes, which E & V will perform. Jay offered to check on the details regarding financial responsibility.

REPORTS:

Librarian: (detailed report follows.) Polaris is somewhat unstable occasionally. We are adjusting to the wireless connection. Chapel House Homeless Shelter is circulating a quilt among the local libraries (displayed for a month at each library). They would like permission to raise funds by asking the libraries to sell raffle tickets.

MOTION: To agree to display the quilt for a month and sell raffle tickets to support the Homeless Shelter. (Ken Knight/Kathy Bailey). All in favor.

After discussion, it was agreed not to have an “Open House” for the basement renovations. Volunteers are very much needed at the desk, on the board, for maintenance work, and the book sale. If you know of anyone who might be interested, let Sally know. Ken offered to put a notice in the Citizen on the Volunteer page. Sally mentioned that the framed Library Charter and picture of William Hazard need to be hung up; there was discussion about location. The gold stripe on the sidewalk needs repainting, which Ken agreed to do. Sally also reported that she will be going to Saratoga Springs for the Annual New York Library Association conference in a couple of weeks.

Treasurer: Jay distributed a balance statement (report follows). Total current balance in all accounts is est. \$136,107.25.

OLD BUSINESS:

Computer purchases: Sally reported the Finger Lakes Library System will only service computers purchased from them. Since this service is necessary for library function, she agreed to get a quote in writing from FLLS for the purchase of 2 computers excluding monitor.

The door lock has been changed. Ken reported that he sent a thank you to Gary Finch.

NEW BUSINESS:

Website: Jay reported on web hosting choices, and recommended Host Monster at \$3.95 per month with a 3 year guarantee including domain name and website.

Sally reported that we need a new printer to be compatible with the new software.

She also reported that effective January 1, 2011, there will be a new required automated telephoning procedure called telephony to notify patrons of due or overdue books.

At the next meeting we will work on the proposed budget for 2011. Dodie agreed to check with Kellie Stiadle on the status of the Friends Campaign.

MOTION: To adjourn the meeting at 8:55 pm. All in favor.

The next regular meeting of the Hazard Library Board of Trustees is scheduled for Monday November 15, 2010 at 7:00 pm at the library.

Respectfully submitted,

Dodie Rowlands, Secretary