

Hazard Library Board of Trustees  
Minutes to the Annual Meeting  
April 11, 2016  
Call to Order 7:14 PM

**Attendance:**

- **Community Members:** Trudy Buxenbaum, Ken Knight, Dillwin Otis, Sally Otis
- **Trustees:** Denise Littlejohn, President, Amy Emerson, Treasurer, Nancy Hart, Secretary, Ron Buxenbaum, Betsy Donald, Rachel Karn, Kathy Kirk
- **Staff:** Lisa Semenza, Director, Linda Bush, Library Assistant

**President's Remarks:**

- Denise welcomed the community, board and staff to the Annual Meeting.
- She thanked Rachel Karn and Annie Zygarowicz for their interest in becoming Trustees. She asked for approval of Annie and Rachel to the board. Approval was carried by unanimous vote.
- Our investment account value is down, due to a severe downturn in the market, but the most recent statement shows an upturn.
- We are not asking for funding from the school district for this year.
- Lisa has been asked to take on some of the treasurer's duties. She is willing and will receive necessary training as well as any additional paid hours required. She will pay bills, keep track of expenditures and enter financial information into Quickbooks. The Board Treasurer will continue to have oversight, and both will have access to Quickbooks.
- Sally Otis asked that specific investment numbers be entered into this report. Initial investment was \$62,272. Lowest value was \$51,461. The current statement shows an upturn from the low value.
- Kathy Kirk moved and Betsy Donald seconded approval of the Treasurer's Report. Motion carried by unanimous vote.

Ken Knight asked about changes concerning the post office space. The board is exploring the possibility of ending the lease.

The E-rate program for our phone bill is phasing out. The reimbursement rate is down to 40% and will eventually disappear. Reimbursement for internet will continue.

Ken Knight asked about changing to cable internet. Putting it in is prohibitively expensive. It was noted that if cable was available at our location that it would be free for the library. Clarity Connect broadband is moving into Southern Cayuga County.

**Director's Report:** See attachment.

- Lisa thanked the many library volunteers: 12-15 desk volunteers; board members; book sale coordinators and volunteers; Ken and Ron, our indispensable handymen; Science on the Porch program presenters and special program helpers.
- She thanked Linda Bush, our exemplary and creative Library Assistant.
- Our internet connection has been working well and aside from being essential for circulation, it gets lots of use by community members.
- *Curious George* is 75 this year.
- This year's Community Read is May 4<sup>th</sup>. We will read Lind Sue Park's *A Long Walk to Water*. Sally reported that the Author will speak at the High School on May 20<sup>th</sup>, following a dinner catered by Kendra's Café at 6 pm. She also reported that the landscaping is finished at the Anne Frank Tree at the High School.
- Activities this winter included a Game Week in February in which many adults and children participated. Spring Fling will feature Chinese language lessons and Irish Step Dancing.
- A Rosen grant funded last year's Summer Reading Program in collaboration with the Aurora Library, paid for books for children in the area and for our Little Free Libraries, and paid for the I Love to Read Breakfast. The new Rosen grant will be administered by Hazard, and will be a collaboration of Hazard, the Aurora Library and the school district. A sports-themed summer reading program and community read are in the works.
- Little Free Libraries are located at Cream at the Top, Dodge City Clippers, Wilcox's, Honoco Road and Dugan's. Many are old newspaper boxes. A mini barn graces Dugan's entrance. There are also book shelves at Laurie's Ice Cream Stand. We are looking for a spot in Scipio, and hoping to get more boxes. Another possible site is the Wells College Dock. Nancy asked about usage. The boxes have been refilled a couple of times.
- We now have a Southern Cayuga Summer Reading Facebook page.
- Some events for the Summer Reading Program are paid for with a Community Arts grant. This fund will not pay for puppets or magicians, which are covered by the Rosen grant.
- Jim VanArsdale will play for our End of Summer celebration.
- Lisa thanked the community for its support of the *Warming the Hearts, Bodies and Minds* collection for the King Ferry Food Pantry. The box at the Library was filled at

least 3 times. This summer, we will collect baseball caps, especially needed by area farm workers.

#### **CIPA Compliance, Presentation to Community Members:**

- Through the Fingerlakes Library System, we will be getting a new router. In order to receive a significant discount, we must be compliant with the Child Internet Protection Act (CIPA). Compliance entails setting up specific internet filters. The library can choose what is filtered. Suggested blocked sites include blatant pornography, sexually explicit sites, dead and parked sites, Malware sites, and Spyware. We would need to be careful not to block legitimate educational and informational sites and can turn off the filters if asked by patrons.
- Ken asked if WiFi use on patrons' own devices would be included. The answer is probably yes, since it is a service provided by the library.
- We would have complete control over filtering protocols.
- Note that five libraries in the system have decided not to participate.

Sally moved and Rachel seconded approval of the Librarian's report. Motion carried by unanimous vote.

Denise introduced an amendment to the Hazard Library Board of Trustees Bylaws which would allow email voting by board members. See proposed amendment, attached.

- The ability to vote by email would be especially useful in financial emergencies.
- It has been written in a legally acceptable manner.
- Amy has checked for legal compliance.
- The amendment will fall under Article 9. Meetings, Section F.
- Denise asked for approval of ratification of this amendment. Acceptance carried by unanimous vote.

Ken Knight spoke in honor of Jay Ardai, who was an active volunteer for Hazard Library for many years. He was a book sale volunteer, IT expert helper, and served two 3-year terms on the Board of Trustees, and as treasurer. The library will make a \$100 donation to the Friends Meeting House in Jay's memory. Sally thanked Jay and Suzanne for their astute help with IT issues. Jay was lauded as our own McGiver.

Denise thanked all the library volunteers, and especially Kathy Bailey, who just finished her second 3-year term, serving two years as secretary. She is also responsible for "Kathy's Light" at the library. Please sign her thank you card, as well as a card for Suzanne for her service as webmaster and volunteer.

Our thanks to Amy for navigating the Workman's Compensation Audit.

Ken mentioned that the book donation sign in Sherwood is missing. He will replace it.

Denise presented the 2016 Board Officers:

- President, Denise Littlejohn
- Treasurer, Amy Emerson
- Secretary, Nancy Hart

Denise spoke to what a real asset the Hazard Library is to our community.

Betsy moved to adjourn, Ron seconded. Motion carried.

We retired for refreshments.

Respectfully submitted by Nancy Hart, Treasurer.

See Below: Attachment 1, Director's Report Summary from Annual Report  
Attachment 2, Amendment to Bylaws.

## 2015 at a Glance

- ♦ Continued with weekly *Story Hour*.
- ♦ Continued monthly *Southern Cayuga Book Club* with Aurora Free Library.
- ♦ Celebrated *Take Your Child to the Library Day* in February
- ♦ Held *Hazard Library Annual Meeting* in May
- ♦ *Community Spring Fling* in April
- ♦ Participated in coordinated efforts with Southern Cayuga Central School and Aurora Free Library :
  - Community Read: *A Mighty Long Way* by Carlotta Walls Lanier
  - Literacy Committee (*I Love to Read Month—February*, Summer Reading, Little Free Libraries)
  - Presented UPK and Head Start classes with *How Rocket Learned to Read* by Tad Hills
- ♦ Summer Reading Program –*Every Hero Has a Story*
  - Held 4 Community Programs funded by FLCAG (Thursdays in July)
  - *Science on the Porch* each Tuesday
  - *Spanish Language Classes* with Rebecca Davis (Thursdays in August)
  - End of Summer *Fiesta*
- ♦ Conducted successful *Annual Book Sale* in August
- ♦ *Game Day* in November
- ♦ Conducted successful *Annual Appeal* in December
- ♦ Supported the King Ferry Food Pantry through *Warming the Hearts, Bodies and Minds of Our Neighbors* in December

## Interesting Facts

	2014	2015
Visitors (Door count)	5,648	5,699
Registered Patrons	725	693
Items checked out	13,796	14,062
Adult books	5,220	5,174
Children's books	3,363	3,638
Other (DVD's etc)	5,213	5,250
Total Inventory	8,233	8,233
Interlibrary materials:		
Rec'd from other libraries	3,279	3,346
Loaned to other libraries	2,205	2,453
In house computer users	247	319
Avg Children at Story Hour	7	7
Visitors to website	10,176	9,772

We received 7 contributions  
in memory of family  
members and friends.

### *Mission Statement*

*The mission of the Hazard Library Association is to provide the best possible library service to our community. We serve to inform and enlighten, and we are committed to fostering intelligent literacy and a love of reading among our patrons.*