

Hazard Library Board of Trustees
Minutes to the Meeting
July 11, 2016

Meeting was called to order at 7:14 pm.

Attendance:

Trustees: Denise Littlejohn, President; Amy Emerson, Treasurer; Nancy Hart, Secretary; Kathy Button; Ron Buxenbaum; Betsy Donald; Kathy Kirk

Staff: Lisa Semenza, Director

Lisa read a note attached to a \$50 donation in honor of Shirley Bancroft, thanking the board and staff for providing library service to our rural community.

June Minutes were reviewed. Kathy Button moved and Amy seconded approval of June minutes. Approval carried.

Septic Tank pumping and bills: Kessler Septic pumped the septic tank again in early July. We were billed \$205 on July 6, as well as the April bill for \$205. This is the 4th time it was pumped in 6 months. We have asked Ron to contact Kessler to ask them why they have more than doubled the frequency of pumping since taking over for Grant, and ask them to go back to a 6 month pumping schedule.

Thank you to Ron and Ken for putting in the new hot water heater and sump pump.

Ron mentioned that he has asked Phil Collins to bring gravel for the potholes. This hasn't been done, yet.

Donations in memory of Phil Anguish will be used to purchase a book about horses.

Director's Report: See attached.

- **CIPA:** We need to vote tonight to follow CIPA compliance guidelines and approve the amended Internet Access and Computer Use policy. See below.
- **Correction to attached report:** Sara Glogowski will be meeting with all Cayuga County librarians in Auburn on August 1, not July 18. She will be visiting Hazard Library on July 25th.
- Lisa has applied for a full scholarship to attend the American Rural and Small library Conference in Fargo ND this fall. The scholarship would include hotel, flight and conference.

Treasurer's Report:

- We have received another \$10,000 from Mike Nozzolio. We need to report to him about how we will use these funds. Can be used for Infrastructure, repairs, routers, etc.
- Rosen Grant funds are being spent for summer reading staff, activities and materials, including the summer "bookmobile." Pictures and information about summer reading can be found at the summerreadingsccs website and Facebook page. Michelle, who is handling media, has submitted receipts, and Brian Hoke, coordinating outreach, the bookmobile and Little Free Libraries, has been invoicing his time and expenses.
- Nancy moved and Ron seconded approval of the Treasurer's report. Approval carried.

Post Office Lease: Amy has contacted Ellen Bach, an attorney with Whiteman, Osterman and Hanna, LLP about reviewing the post office lease. Ellen has drawn up a contract to do this work at a reduced rate of \$225 per hour. She noted that some billing rates might be higher if a real estate attorney needs to be consulted.

Denise asked whether we should cap expenditure for this service. Amy is of the opinion that an attorney will not accept a cap, but feels that the work will be short term and not terribly expensive.

Amy moved and Betsy seconded hiring Ellen Bach for the limited purpose of reviewing our lease with the post office. Vote: 5 in favor, one opposed. Motion carried.

Before following this path, Denise will contact Mike Nozzolio and John Katko to ask for their help in pursuing ending our lease with the post office. We will see what their response is. If they feel they can look into this, we will ask for a time frame within which this can happen.

CIPA Compliance: Kathy Button moved and Betsy seconded the motion that we will follow the CIPA Compliance Guidelines including filtering the internet. Motion carried unanimously.

Nancy moved and Kathy Button seconded approval of the amended Internet Access and Computer Use Policy in order to be CIPA compliant. Motion carried unanimously.

Landscaping: Bushes in front were trimmed on Wednesday, June 22nd. Thank you to Betsy, Denise, Kathy Kirk and Kathy's daughters.

Book Sale: Kathy Button reported.

- Volunteers will be moving books on 7/25, beginning at 8:30 am.
- Volunteers have been contacted to work.
- Signs are ready to go to specific locations. A few new signs have been ordered.
- Prices: \$1.00 for hardcovers, .50 for paperbacks.
- A press release will appear in the Citizen.
- Lisa would like any and all leftover children's books at the end of the sale for library giving and lending programs.
- Clean up Saturday, 8/6 beginning around 2 pm.
- Need trucks and help Tuesday, 8/9, to move books to Ithaca.

Denise passed each of us a bulleted information sheet on the duties of trustees.

Next Meeting: 7/8/16, 7 pm, at Nancy's house, Fire Lane 25 on Rte. 38, west side of Owasco Lake. 4262 W. Lake Rd., Auburn NY 13021.

Meeting Adjourned 8:50 pm.

Library Director's Report

(Lisa Semenza)

July 11, 2016

June 14 – Final Story Hour with outdoor play and snacks.

June 16 – Our circulation computer would not start up. It went back to FLLS and ultimately had the motherboard and the power pack replaced. This particular model has been having the same issues across FLLS and previously affected one of our other computers. Then the other computer on the desk got caught in an endless rebooting cycle and also went back to FLLS. That was an easy fix and it was returned within a couple of days. We got totally back up and running on June 28.

June 21 – Joined Sandy to visit UPK and Head Start classes. We read and gave each student the book "Oh So Tiny Bunny" by David Kirk, sang songs, did fingerplays and used rhythm sticks. We then participated in the final assembly for Emily Howland, promoted Summer Reading and gave out bracelets to all students and

teachers. Any student who is entering Kindergarten in the fall but was not enrolled in one of the Pre-K classes will also receive a copy of the book. We are working on details to mail them to the students.

June 30 – Summer Reading Kick-Off Program with Moreland the Magician. There were 78 people in attendance. It was very well received. We will have 3 more Thurs AM programs at the Meeting House (7/7, 7/14, 7/21)

June 30 – I forwarded our CIPA Compliance checklist and internet policy to Rex.

July 5 – Science on the Porch began. These Tues AM activities will continue through 8/23. Community members have volunteered to conduct most of them.

July 6 – Book Club – Sonjia Turner offered to lead the discussion of “The Astronaut Wives Club” and to be the “librarian” in my absence. Janet Reohr offered to host the club.

Items to discuss:

We need to officially make a motion to approve going ahead with internet filtering and to officially approve the CIPA Compliant Internet Policy.

Upcoming:

July 18 – Sara Glogowski (FLLS Director) is meeting with the Cayuga County Library Directors to get input as FLLS prepares their 5 year plan. She is meeting with each county individually.

Sara Glogowski will also be making a visit to Hazard Library sometime this summer. She has never been here. She has been visiting all the libraries in the system.

The receipt paper across the system will be changed to one that uses Vitamin C (citric acid) rather than Biphenyls. It will have a yellowish tinge.