

Hazard Library Board of Trustees Meeting

Minutes

Meeting held at Opendore, on Monday, November 10, 2025

Meeting Called to Order: 6:37PM

Present: Connie Rejman, Bess Simkin, Patricia Covert, Kathi Garnsey, Nancy Hart, Pat Berry, Betsy Donald

Guests: Andy Simkin, Guy Garnsey, Andy Liberatore

1. Minutes to the October meeting

Moved to accept: Connie Rejman, Seconded: Patricia Covert. Minutes approved.

Correction: is from the Chamber of Commerce, not Commerce

Minutes need to be sent out in a more timely manner

2. Issues from Community Members

Andy Simkin- Joint operating agreement amendment to replace the addendum. Nancy signed.

3. Construction Update – Larry (see attached notes)

Bouley seems to be doing a good job. Bouley found a column that was where the sanitary line is. It was discovered after work began. He rerouted the sanitary line in a better position. The mud slab has been poured, it is slightly pitched, and they are boxing around the sanitary line. Another challenge was found during the survey by Bouley; the blocking is off by about 4 inches. The detail was to have the cast concrete go over the stone, but the concrete is only 3 inches. The calking and detailing need to be done. Larry L has a meeting with Holmes this week. Our inspectors have been out 2-3 times so far. Chuck needs to install the – tap into the power thru the pole out front. Let NYSEG tell what needs to be. The wiring needs to be underground; the conduit is encased in a cement casing. There will be two power runs, one for current use, and one for future use. It is done this way due to it being a business as opposed to a home. Change to the foundation wall, originally 2x6 wood, it will be concrete block instead. An 8-inch concrete block reinforced. Additional demolition was done. The crawl space needs to be conditioned for the winter, does it need to be heated and how it is managed during the winter, so we don't have water issues, and freezing. Holmes is coming to the mechanical meeting on Wednesday. The meter location needs to be resolved as well. The other bigger issue is the mechanical issue is they had all the mechanical fixtures just put anywhere in the basement. When and where the walls are being penetrated is a big issue. This issue needs to be settled prior to the next phase of construction. We don't need to act on any submittals they go from the contractor to the architect the architect deals with it. Larry expects the masonry wall goes up next. It has to be at least 40 degrees for the masonry work. Nancy asked about the change orders from changing the basement to the crawl space, she hasn't seen them yet. Guy stated that we should always have Change Orders for anything that deviates from initial costs. Larry explained how the billing works to the board.

Was requested that monthly we get a construction financial update given to the board. Lisa has this info.

4. Treasurer's Report – Patricia

Moved to accept -Betsy, Seconded Connie. Treasurer's report approved.

Got our public funds from SCCS. This helps with our regular bills. We paid our Architect again, a bill from our lawyer, paid Cahill and Knobel(accountant), and had an insurance bill due. Paid a Bouley' contractor bill. See Patricia's report.

5. Library Director's Report – Please see Lisa's written report

6. Things to Discuss

- Porch Light- There is something with the wiring and will talk to Saxton's electric about how to fix it.
- Book Vendor- Probably will use Ingram for now

7. Old Business

- Annual Appeal- letter was reviewed by all, one change was in the paragraph that says, first paragraph changed to the New York State Library Construction Grant
- Capital Campaign/Fundraising- Letter formatted and ready to send out to businesses. Need to check this against our annual appeal list so that we don't duplicate, add the name of each business to the letters to the businesses.- Mail merge would do it if set up correctly. A personal note to each business will help facilitate the process.
- Finding New Board Members- reminder
- Sexual Harassment Training/Trustee Education Hours- reminder
- Post Office Lease Renewal Update-
- Nancy has not heard from the Emerson Foundation yet
- Betsy has contacted the Auburn Commerce about grants we can apply to

8. New Business

- **TAX CAP OVERRIDE: RESOLUTION** Whereas, the adoption of the 2026 budget for the Hazard Library Association 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 Whereas, 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 the/ Hazard Library Association voted and approved to exceed the tax levy limit for 2026 by at least sixty percent of the board of trustees as required by state law.
- **Dated:** November 10, 2025, Nancy Hart presented the resolution.
- Moved to override the tax cap- Nancy, Seconded-Connie. Motion carried
- Discussion- Kathi questioned what it is exactly, the state limits what we can increase our line item for. This override resolution let's us go above what the state allows us to go to. In the spring we will discuss when we do the budget what we will ask for.

9. Next Meeting- December 8, 2025

Library Director's Report

(Lisa Semenza)

November 10, 2025

October 17 - *Finger Lakes Annual Meeting to be held at the Center for the Arts in Homer. Pat Berry, Connie, and Lisa attended. Nancy and Bess were unable to attend. Libraries need at least one board representative to be able to vote. The speaker was Audrey Barbakoff on the topic "Building Community in Turbulent Times". This is able to be used toward required board member training. She is the author of the recent FLLS Community Read book. There will be a Trustee session of the Community Read on Wed 11/12 at 10:00 AM. You can register at <https://flls.zoom.us/meeting/register/gmW5610pSCGBK966m0K4hg#/registration> There is a copy of the book at the library you can borrow.*

October 27 – *Second project meeting related to the Opendore construction site was held with representatives from the library, museum, architect, and contractor. Another meeting had been held on 10/9. Larry Liberatore is serving as our representative to these. Updates on the project and any issues to address are discussed at these meetings and we receive a copy of the minutes (see attachment)*

October 30 – *UPK Story Time held at Emily Howland.*

October 31 – *We hosted Trick or Treating at the library. The time was adjusted to 3-7 PM to catch students when they finished their celebration at school. We had a steady stream of visitors until about 6:15 with 69 people coming through. Last year we had 30 people.*

November 4 – *Materials for Annual Appeal have been ordered. Mailing and enclosure envelopes and stamps. Looking into printing options online that would include folding.*

November 5 – *Southern Cayuga Book Club met at Opendore to discuss "Small Things Like These" by Claire Keegan. There were 11 people in attendance.*

November 5 – *Our second payment to Bouley is being approved by HKK. This is for \$129,000. There are still issues to be worked out with the engineer related to MEP.*

Ongoing issue

On October 6 the news broke that our book distributor, Baker and Taylor, is officially shutting down. All previously ordered books that had not yet shipped needed to be ordered from another source (Ingram). We have multiple orders now in process from Ingram and did receive a shipment of new books on 11/6. Other libraries have recommended Brodart however they responded that they are not currently accepting new customers for book purchases until after the new year. So, our additions to the collection for September and October have been significantly reduced although many other libraries are in the same situation. Ordering from Amazon is a consideration but not ideal until they begin to offer a service for covering the books. No one wants to have to put on that many book covers!

Upcoming

November 11 - Library closed for Veteran's Day.

November 13 – Library Director meeting with Sarah G.

November 20 – FALCONS meeting

November 27 - Library closed for Thanksgiving

Hazard Library Construction Meeting Notes November 10, 2025 Larry Liberatore

- CME has been hired as special inspector; concrete testing was conducted and reports filed.
- Column line A moved 12" to the west to avoid the existing sanitary line. Footers have been formed and poured; existing sanitary line was rerouted.
- Installation of the electrical duct bank from the south utility pole will take place. HKK consultant will follow up with NYSEG to secure permits prior to Bouley installing the underground conduit encased in concrete.
- Concern about the crawl space not being heated through the winter months. Options will be discussed.
- Change to foundation the wall: 8" reinforced CMU with spray foam insulation between the existing stone foundation wall and the CMU wall. *Note cold weather may delay installation unless temporary heat is provided.*
- Mud slab with fiber reinforcing installed and is pitched to sump as suggested by Guy.
- Because of variations in the height of the existing capstone, patio details have been modified... a couple of options were proposed by HKK. I suggested that the patio slab butt up against the inside edge of the existing capstone to avoid any removal/cutting of the caps. HKK will review and issue details.
- Additional demolition of interior stone walls.
- Use of basement for MEP work: discussion on site with HKK/MEP consultant to take place at next project meeting with HSSM and me.