

## **Hazard Library Board Meeting**

**Minutes - February 9, 2026**

Called to order: 6:52PM due to technical difficulties

Present: Nancy Hart, Lisa Semenza, Kathie Garnsey, Bess Simkin, Pat Berry

Zoom: Patricia Covert, Connie Rejman

Excused: Betsy Donald

### **1) Larry Liberatore report on Building Progress-**

Larry sent a progress report. See attached report. There is a meeting scheduled to determine how to close out Phase 1 of the project. There have been some changes proposed by Bouley. Larry is asking why a switch in the plans cost more money than he thought since he believed it was supposed to be a wash in cost from the changes made. There will be some credits coming as well.

### **2) Minutes to January Meeting-**

- We didn't join Tech Soup, for QuickBooks, we have already used it in the past such as acquiring Microsoft Office Suite.
- Sandy and Lisa Will be utilizing the Rosent Grant together again for collaborative programs with the school and Food Pantry.
- Bess Simkin made a motion to approve the January minutes with corrections. Kathie Garnsey seconded it. Motion carried

### **3) Treasurer's Report-**

- Patricia Covert's report
  - Lisa questioned the \$500 in bank charges- this was a correction made by the bank from an incorrect deposit amount on the part of the bank.
  - We paid the contractor this month. We are still bringing in good amounts from the annual appeal.
  - Bess Simkin made a motion that we approve the Treasurer's Report, Kathie Garnsey seconded it. Motion carried.
- Patricia Covert needed to discuss the following issues.
  - Patricia reported to us that this would be her last Board Meeting.
  - She has talked to Jay Engles about the library's audit- his rate is \$100 per hour. He would prefer to come to the library to do the audit. Lisa Semenza and Patricia Covert will try to set up a meeting with Jay Engle on the 24<sup>th</sup> of February at the library.
  - Patricia talked to Jay about reconciling our books, his fee is \$50-\$75 per hour. We could have him be our accountant instead of Cahill and Knobel to reconcile our books as well. For Cahill and Knobel to do our monthly payroll and taxes it is \$172.50 for 3 months. Discussion will have to take place later.

- Lisa's Salary -Lisa Semenza has been underpaid for the past year. According to Patricia Covert's records Lisa's salary this year has been wrong. Patricia will investigate what happened and get her back pay. Lisa Semenza stated her W-2 shows her pay has been wrong. She should have been making \$30.75 per hour, \$30,966 annually. Due to this the Board then had to recalculate her salary for next year. Bess Simkin made a motion to make Lisa's hourly wage \$32 per hour- Annual wage would be \$32,256. Kathie Garnsey seconded it. Motion carried.
  - Approve Budget: Lisa adjusted the prices from last year's budget to make the budget for 2026. The salary line needs to be fixed to show the correct rate of pay for Lisa. Numbers for paying for an audit are not included now. Lisa will update the budget and send it online to everyone. We will vote via email to approve the budget. Lisa added the price for the website payment that will go up to \$39 per year (for hosting the website and the domain). A new circulation computer will have to be added to the budget.
- 4) **Library Director's Report-** see attached
- 5) **Old Business**
- Fundraising
    - We would prefer to have snacks and candy bars available to sell at the library and during the book sale than to have an official candy sale through Gertrude Hawk catalog.
    - Doug's Fish Fry truck will come on Tuesday July 28<sup>th</sup> during the book sale.
    - Planning a joint yard sale event to be held here at Opendore in September of 2026. It will be with joint event with Opendore and Hazard. We can have the food truck, bag raffles, Perform 4 Purpose. A joint planning committee needs to be created. Kathy Kirk's daughter, Wisteria, is willing to be on the planning committee for the event.
  - Annual Meeting- April (possibly May)- the date is still to be determined.
  - Book Sale Update- July 25- August 8, 2026, set up week of July 12, clean up the week after.
- 6) **New Business-** none at this time
- 7) **Next Meeting- March 9, 2026**
- 8) **Adjourned:** 8:30PM

Submitted by Pat Berry

## **Library Director's Report**

(Lisa Semenza)

February 9, 2026

**January 16** – Nancy went to the Chamber of Commerce and looked at available grants on the Candid Foundation Directory. She identified 16 possible grants. Lisa is reviewing them for viability of options.

**January 19** – Library was closed for Martin Luther King, Jr Day.

**January 27** – UPK Story Time

**January 27** – Community Foundation of Tompkins County Library Grant (what we always refer to as “Rosen”) was submitted. This grant gives us funding for Summer Reading and collaborations with Aurora Library, SCCS, and King Ferry Food Pantry.

**February 3** – We had some feedback and questions to answer/corrections to make regarding the construction grant. This is about a month and a half earlier than we heard anything the past 2 years. Except for one piece of information that had been overlooked, the rest of it was questioning things that had been filled out the same and were accepted in the 2023 grant. Sarah from FLLS is working with the reviewer to find out what pictures to submit.

**February 4** – Southern Cayuga Book Club met at Aurora Library to discuss “James” by Percival Everett. There were 12 people in attendance. This month’s selection was part of the Southern Cayuga Community Read coordinated by the Anne Frank Tree Committee.

**February 5** – Had a phone conversation with the reviewer for the Rosen Grant.

### **Upcoming**

February 12 – Pre-Break book giveaway at Emily Howland

February 16 – Library closed for Presidents’ Day

February 16-20 – Winter Break for schools – we will host ongoing drop-in craft programs

February 17 – Annual Fire Extinguisher inspection. Guy offered to arrange the date for us since Herrtronics was already scheduled to come out that day to Opendore and the Ambulance. This was rescheduled from Feb 4<sup>th</sup>.

February 24 – UPK Story Time

February 26 – Annual “Book and Breakfast” event at Emily Howland

March 21 – Annual Report due to FLLS – this is later than usual

# Hazard Library Addition to Opendore HSSM

Board Meeting Summary February 9, 2026 (Larry Liberatore)

## Work in Progress

1. Installation of electrical unit heater in crawl space not yet scheduled but expected within the next few weeks.
2. Storm water drainage system is partially complete and awaiting warmer weather to finish site work.

## Work To Be Completed

1. Underground electrical conduit from south wall of crawl space to the pole is yet to be installed, awaiting permission from NYSEG to use south pole. Architect's engineering consultant (IDP) is to follow up. **I have suggested this work be eliminated from the project at this time, since it will not be resolved through NYSEG until the next phase.**
2. Site cleanup will take place when exterior work is complete. Temporary fencing will be taken down and temporary guard rails installed around the floor deck to discourage access. **Unsure as to when this will happen.**
3. Construction access drive will remain in place. Temporary pavers will be installed, or compacted fill will be placed to provide continuity of pedestrian walkway. **Unsure as to when this will happen.**

## Work To be Omitted

1. Concrete patio installation will be delayed until next phase. Backfill will be placed to cover foundation wall.
2. Foundations for entrance canopy will be eliminated until next phase.
3. Penetrations in existing HSSM south wall have been eliminated with changes to HVAC system previously discussed.

## Contract Closeout

1. A meeting with the architect, owners, and the contractor will be held to discuss changes to the contract and remaining close out requirements. This is currently scheduled as a video conference for 10:00 AM on Wednesday, February 18.

A list of changes to the Contract for Construction has been summarized by HKK. They have reviewed proposed changes for accuracy and appropriateness. I also reviewed and made comments, asking for clarification and more detail. *Additional costs* include repairing and repointing the existing masonry foundation wall, use of concrete masonry in lieu of 2x6 framed foundation wall as originally designed, and installation of the electrical unit heater in the crawl space.

*Credits* to the contract include eliminating foundation work at the entrance canopy, eliminating work associated with the concrete patio, and eliminating openings in the Opendore wall between the existing basement and the crawl space.

I have suggested the work associated with underground conduit from the NYSEG pole to the under-slab conduit, which is currently listed as an added cost, be eliminated from the project for this phase.

I have also asked for additional details associated with work to move and protect the existing sanitary line, which is currently listed as an additional cost.

3. The net dollar amount of changes (adds and deducts) does not exceed the \$30,000 Allowance included in the project, so there will be a net DEDUCT to the Contract for Construction when agreement is reached on items in question.
4. The Contractor will finish all open items and submit documentation required by the Construction Documents prior to final closeout and payment.

**Phase 2 Considerations**

1. Recommend that a meeting take place to discuss the probable schedule scope and budget for Phase 2, with a tentative schedule for Phase 3 construction. This should take place once HLA receives confirmation of NYS construction grant award.