Minutes of the April 5, 2022 Regular Meeting

of the

Library Board of Trustees

Members Present: Donna Benkovich, Beth Knapp, Karen McComb, Toni Morrison,

Kathy O’Connell, Pam Pooler, NancySeifts, Nancy Welch.

Staff Present: NONE

Guests Present: NONE

Meeting Called to Order at 4:05 p.m.

1. Public Comments: None.
2. Motion to approve the Minutes of the March 1, 2022, made by N.Welch seconded by P. Pooler and passed unanimously.
3. Friends Report: None.
4. President’s Report – K. McComb
   1. Regarding the bound copies of the Hamilton County News, it appears that this process will be cost prohibitive. K. O’Connell suggested applying for a NYS Archive Grant – she will investigate the process and report to the board at the next meeting.
   2. Trustee Handbook training will be April 19th.
   3. Sexual Harassment Training – TBA
   4. Annual Report to Community – K. McComb presented a pamphlet that she shared with the LP Town Board detailing pertinent information regarding library statistics for 2021.
5. Committee Organization: Assignments for 2022:
   1. Finance – N. Seifts

There were outstanding bills that were reviewed by the Library Board, but never got to the Town Board resulting in a late fee from one of the vendors. This situation will be further investigated and results will be shared with the Board at the next meeting.

* 1. Collection – S. Matthews, P. Pooler, T. Morrison, R. Cook, J. Basnight

Report is attached.

* 1. Publicity – S. Matthews, D. Benkovich (C. Stewart-as needed)

June 4th @ 7 pm Laurie Rankin will be doing a presentation on firetowers. D. Benkovich will make a poster to publicize event. Elementary art show is continuing. B. Knapp reported on the Artwork Silent Auction (5x7) scheduled for this summer and stated that publicity will be the key to success.

* 1. Building – K. McComb, K. O’Connell

Regarding landscaping – ground is too wet, but John Foley will begin landscaping work in a couple of weeks.

* 1. Personnel – N. Welch, B. Knapp

No report.

* 1. Fundraising – K. McComb, T. Morrison

Gift card raffle is now worth $535. Additional gift cards will be purchased.

B. Knapp - elementary art show is continuing.

K. O’Connell suggested duck derby as a future fundraiser.

* 1. Events/Programs – S. Matthews, B. Knapp, T. Morrison, D. Benkovich

D. Benkovich stated Shakespeare in the Park – “Midsummers Night Dream” to be held August 2nd, Motion to approve expenditure of $500 to cover cost of event made by K. O”Connell, seconded by N. Seifts and passed unanimously.

K. O’Connell reported that the historical display will revolve around firetowers and their history.

M. Podskoch will present a program on Firetowers in August.

K. McComb signed the library up for two farmers markets 7/7 and 8/4.

* 1. Community Involvement – P. Pooler, N. Welch

N. Welch reported on the Adopt a Highway program – waiting for the permit to be delivered, signage will arrive TBA.

D. Benkovich reported on Community Pride Day scheduled for May 4th.

P.Pooler made the motion that Flower barrels may be purchased if the library was a past supporter for $40, seconded by K. O’ Connell and passed unanimously.

1. Director’s Report – S. Matthews
   1. See attached.
   2. Regarding the electronic sign – the current sign is not working properly. K. O’Connell made a motion to spend no more than $350 plus shipping to repair the sign, seconded by N. Welch and passed unanimously.
2. Old Business
   * 1. Hiking trails mural: No update.
     2. MOU with Historical Society re: display case tabled until April/May 2022.
     3. Reserve Fund – on hold for 2023 budget.
3. New Business
   1. K.O’Connell stated that the art teacher has had an issue with the students getting the art work to the library in a timely manner due to scheduling issues. K.O’Connell and B. Knapp will coordinate new displays.

Motion to adjourn was made at 5:30 p.m. by N.Welch seconded by P. Pooler and passed unanimously.

Respectfully Submitted,

Toni E. Morrison, Secretary