

The Community Library
Board of Trustees Meeting
August 8, 2024

Call to Order:

As a quorum was present, President Becky Leggieri called the meeting to order at 1:00 p.m.
Present: Pat Adams, Fred Barnes, Cindy Barton, Harriet Berard, Sandy Brewster, Linda Carpenter (treasurer), Virginia Downs, Becky Leggieri, Julia Walter, Kim Zimmer.
Excused: Nathan Davis, Abbie Gascho-Landis, Janet Sand.

Minutes:

Ms. Brewster moved to accept the July minutes. This was seconded by Ms. Walter and unanimously approved.

Director's Report:

Ms. Zimmer announced that the Rural Small Libraries Association will be meeting in Massachusetts. MVLS will provide financial support and one of the staff will be attending. The library staff is reviewing job descriptions from various libraries to determine if changes might be beneficial to The Community Library.

Ms. Zimmer highlighted the attendance chart indicating the increased number of patrons and circulation, especially the children's numbers.

Treasurer's Report:

Ms. Carpenter reviewed the expenses and income for July. Mrs. Downs made a motion, seconded by Mrs. Barton and was unanimously approved to pay the bills.

Committee Reports:

Finance:

Mrs. Berard explained that the committee determined that out of district individuals seeking a library card should pay a fee. Mrs. Berard made a motion:

"A person living outside the Cobleskill-Richmondville school district would pay an annual fee of \$25. If the person lived outside the district but worked within the district, they would be exempt from the fee by providing a pay stub. These cards would only be used at The Community Library though the patrons could order books from other libraries to be picked up at The Community Library. The staff will rewrite the library card registration process to include this procedure"

The trustees unanimously approved this motion.

Mrs. Berard explained that the finance committee agreed that a new account should be opened at the Trustco Bank transferring \$1000 from the existing Trustco Bank account of \$6075.50. This new account will be used only for credit card transactions.

The trustees unanimously approved this motion.

Building & Grounds:

Ms. Zimmer reported that the motion passed in July regarding the annex ramp, stairs, and elevator exceeded the amount permitted in the DLD grant. Mr. Barnes moved to rescind this motion. This was seconded by Ms. Walter and unanimously approved. After discussion, Mrs. Barton made a motion, seconded by Mr. Barnes, and was unanimously approved to change this project to installing back stairs, a ramp, and a loading dock for \$583,361.53.

Ms. Zimmer indicated that she would email the trustees the details of Vaysen Studio's proposal. She asked the trustees to review these details before accepting the proposal.

Board Development:

Mrs. Berard announced that the trustee appreciation luncheon for staff and Friends of the Library will be September 27 at 2:00 p.m.

Long Range Plan of Service:

Mr. Barnes indicated that the committee will be meeting to update their goals.

Unfinished Business:

Ms. Leggieri thanked the trustees for their financial support of the MVLS Golf Tournament.

Adjournment:

Mrs. Berard moved to adjourn at 2:45. Ms. Walter seconded this and it was unanimously approved.

Submitted by Virginia Downs