

Trustee Meeting Minutes February 14, 2022

Present: Carolyn Noble, Joshua Carter, Cheryl Warren, Rose Tallon, Betsy Sponable and Bridget Whalen-Nevin.

Absent: Megan Bush.

Meeting called to order by Carolyn Noble at 6:30 p.m.

Public Comments:

- None.

Secretary's Report:

- Minutes from November 8, 2021 meeting were read and motion to approve by Rose Tallon. Joshua Carter second. All in favor.

Treasurer's Report:

- Check register reviewed and motion to approve by Cheryl Warren. Second by Joshua Carter. All in favor to accept the Treasurer's Report and pay the monthly bills. Balance is \$108,198.74 (attached).

Director's Report:

- Ants in library. They seem to come from the heated cement pad in the new wing. Traps have been put down.
- Skates need sharpening each season. Director will locate a vendor.
- Erin Begel is working on the problem with the library website's lack of usability. There were 59,000 visits to our website in 2021, it's very important to maintain a working website.
- Arthur Nevin and Cassandra Miller are being trained as backups.
- Erin Begel has Covid-19 and hopefully will be able to return to work soon.
- Director has been attending a 5-week training class on teaching Seniors how to use computers through AARP Senior Planet. This program is made possible by NNYLN and NCLS. The grant includes equipment and money for the library. The money is slated for the expected overtime of the Director.
- Plein Air committee has reached out to Town, Fire Departments, Morristown Promotions and the Museum to collaborate and advertise events throughout the town during the event. 22 artists have registered YTD.
- Ellen Seidman has donated \$1,200 worth of teen skates to the library.
- Requests to both Town and School for funding have been sent. School \$\$ have been received.
- Director respectfully requests Erin Begel's vacation time be increased from 1 week totaling 20 hours to 2 weeks totaling 40 hours. Motion made by Rose Tallon, 2nd by Joshua Carter. Betsy Sponable recused herself. All in favor.
- Erin Begel applied for an NCLS mini grant for StoryWalk. The library was awarded \$500 to improve this program. Erin has ordered 3 additional books to place along the trails at the Red Barn Heron Preserve.
- 2021 Annual Report to NYS was reviewed. Motion to approve made by Cheryl Warren. 2nd by Betsy Sponable. All in favor.

Old Business:

- Main entry door: The door will be completed in 6 – 8 weeks. The Director has arranged installation and lock upgrade with Dean Hoffman, Highway Superintendent.
- Shelving in children's area possible completion in May. Director has informed Hilsinger's that it is imperative the work be completed before summer vacation from school starts in June.

New Business:

- Motion by Carolyn Noble, 2nd by Rose Tallon to hire first back-up and Housekeeper Arthur Nevin to take down the outside Christmas lights. All in favor.
- A Whistle Blower policy is now recommended by DLD for all libraries, including Association. The Director will begin work on this after her 5-week class with the AARP.

Next meeting – March 14, 2022 at 6:30 pm.

Rose Tallon moves to adjourn.

The meeting was Adjourned at 7:00 p.m.

Respectfully submitted,

Cheryl Warren, Secretary