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62 Chestnut Street, Oneonta, NY 13820 607.432.1980

Board of Trustees Meeting  
8 May 2023  
Minutes

Called to order: 3:00

Present: Diane Aaronson, Carolyn Austin, Glenda Bolton, Cary Brunswick, Kristy Vander Werff, and Tina Winstead.

Minutes

Glenda made a motion that was seconded by Diane to approve the 4-10-23 minutes. All in favor. Kristy abstained.

Director's Report

The report was reviewed.

Park Phase 1: this phase is completed. Final report and request for reimbursement has been sent to OPRHP and the shrubs that didn't make it through the winter have been identified and will be replaced.

Park Phase 2: a survey to retrieve public feedback for the concept design was completed. The design team will be onsite on May 11 to review the results and refine the design.

Porch: repair estimates have been difficult to get. The Board suggests that we continue to reach out to contractors. Alternatively, we could just get someone to level the sagging porch and remove the concrete steps that are sinking.

Staff: interviews for the open librarian position will be held the week of May 15.

Tina will advertise for the part-time Account Clerk position.

Tina requested a new Library Clerk exam since the current list has been exhausted.

## Other

Park, Phase 1 Public Feedback: respondents reported that the Expanded Patio is the most likely area to be used (65.1%), with the Children's Discovery Area (56.2%) coming in second, and the Crossroads Art Plaza (36.1%) in third. Individual elements of each area were also rated and the comments were reviewed. The Board thought that the results could be shared in the weekly library column and some of the comments addressed. It was noted that no one mentioned the lack of additional pathways throughout the park.

The park is getting more use by community organizations and individuals.

John will be building the platforms to add the picnic tables to the picnic area this month. The cost is not known at this time.

4CLS Annual Dinner: the Board was invited to attend the Annual Dinner with keynote speaker Lauren Moore, NYS Librarian, on June 5 at the River Club in Afton.

The ribbon cutting to celebrate the completion of Phase 1 and the presentation of Phase 2 was discussed. Tina will send a summary description to the Board.

## Finances

Cary made a motion that was seconded by Glenda to approve the bills. All in favor.

Next meeting is June 12 at 3:00 pm

Adjourned 4:30



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Board of Trustees Meeting  
8 May 2023  
Agenda

- Call to order
- Review of 4-10-23 meeting minutes
- Director's Report
- Financial
- Other
  - Phase 2 Park Public Feedback responses
  - Library sign
- Next meeting date/time
- Adjourn

Huntington Memorial Library  
Director's Report  
5-8-23

Facility

Park Phase 1: the final close-out paperwork has been submitted to NYS OPRHP. After they are satisfied, they'll will do a site visit and send the final reimbursement.

The as-built survey has been completed and we have the .pdf and .dwg formats, plus several print copies.

The walk-through took place May 1 and revealed that several of the shrubs need to be replaced. TFI also met with the nursery owner and they agree to replace the shrubs. The trees will be checked again in a few weeks since they had not leafed out enough to assess them.

Park Phase 2: the concept design and survey have been emailed to the library patron list twice, and the printed posters and survey have been posted in the vestibule since April 25. The results from this public feedback will be finalized on May 6 and shared at the Board meeting. At the time of this writing, 165 people completed the survey.

There will be an on-site meeting with Erin from ULS on May 11 to review the survey and further develop the design. Time is blocked off to discuss the potential art for the Art Plaza at the Crossroads.

Porch: one quote was received from PAC Signs for \$20,375. Pete Powers provided a quote that exceeded \$65,000 and did not include painting and possible lead paint abatement.

Sign: I have communicated with Valley Signs and they completely agree that the style of the sign should better reflect the design of a Victorian home. They will develop a new design and submit it for review.

Staff

The Librarian 1 Certificate of Eligibles has been received and interviews will be scheduled for the week of May 15.

Programs

In April, the following programs were offered:

- Tiny Tots Storytimes
- Preschool Storytimes
- Afternoon Adventures
- Crafternoons
- Teen Advisory Group

- HML Writers Group
- Youth STEAM program
- Bob Bensen Author/Poet talk
- A monthly Craft Club was planned and will start in May

Other

Floor outlets were installed in the nonfiction room and the Friends have funded tabletop chargers for laptops, tablets, and phones. This may seem minor to you but I am thrilled.

The final report for the Library Construction Aid for the stone wall restoration and vestibule improvements has been submitted. Multiple amendments to scope were submitted prior to the final report.

**2023 Statistics**

<b>STATISTICS</b>	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	<b>TOTAL</b>
Patron Count	6346	6935	6956	6046									<b>26283</b>
*Circulation	6739	6088	7040	6266									<b>26133</b>
Computer Use	355	338	366	312									<b>1371</b>

*\*Circulation does not include downloadable items.*