



62 Chestnut Street, Oneonta, NY 13820 607.432.1980

Board of Trustees Meeting
11 September 2023
Minutes

Called to order: 3:04

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

Minutes

Cary made a motion that was seconded by Diane to approve the 8-14-23 minutes with the addition of the minutes from the special meeting on 8-22-23. All in favor.

Director's Report

The report was reviewed.

It was noted that Dave Hutchison has volunteered to speak with quarry owners about donating boulders for the Hillside Scramble.

The porch repair was started the week of September 11.

Diane made a motion that was seconded by Kristy to purchase metal trash can liners for the park to avoid more squirrel damage at a cost of \$742 plus shipping. All in favor.

Staff

Cary made a motion that was seconded by Glenda to discuss personnel matters in executive session at 3:25. All in favor. Executive session ended at 3:40.

Glenda made a motion that was seconded by Cary to hire a hearing officer and stenographer. All in favor.

Diane made a motion that was seconded by Glenda to hire Chris Brashear as a part-time, temporary laborer.

Kristy made a motion that was seconded by Diane to hire Brittany Armstrong and Valerie Adams as part-time library clerks. All in favor.

Financial

Glenda made a motion that was seconded by Cary to approve payment of bills and budget amendments. All in favor.

Other

Tina will present to the Town Board on 9-11-23 and will request more funding based on the number of patrons reside in the town of Oneonta.

Next meeting is October 11 at 3:00 pm

Adjourned 4:30.



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Board of Trustees Meeting
11 September 2023
Agenda

- Call to order
- Review of 8-14-23 meeting minutes
- Director's Report
- Financial
- Other
- Next meeting date/time
- Adjourn

Huntington Memorial Library
Director's Report
9-11-23

Facility

Park Phase 1: I am expecting an estimate from Mt. Vision Garden Center to plant the edge of the park but there has been a delay.

Park Phase 2: The Park Committee met with the design consultants and reviewed the 60% plans.

Porch: PAC Sign plans to begin the porch project in September.

Driveway repair: Webster Paving repaired the driveway near the drain and will come back to complete the project later.

Bees nested under the porch and entered the Children's Rooms so an exterminator was called.

The tractor did not run well when Chris tried to mow so Cazenovia equipment was called to service it.

Both public toilets were out of service and one of them was repaired by our cleaner's father.

The other one was more challenging so we are calling to get estimates for a low-flow, more elevated toilet to replace it.

Park garbage can liners: the squirrels are eating the plastic bins in the new garbage cans. Victor Stanley has metal liners and quoted a price of \$742 for four liners and the cost of shipping.

Staff

Discussion will be held in Executive Session.

Chris Brashear agreed to help with maintenance on a part-time, temporary basis. We need a motion to accept this.

Interviews were held for two part-time library clerks. Please approve the hiring of Brittany Armstrong and Valarie Adams.

Electronic Resources

The proposed increase to Libby/Overdrive was brought to the Directors meeting and a vote will be held later this month. It is proposed that we increase payments over the next three years to \$3779, then \$4409, then \$5039. It is our goal to reach \$100,000 per year in investing in our

digital resources. This should provide a better service to our patrons and allows us to join reciprocal lending collaborations with other systems in the state.

2023	System	Members	Total	Usage 2022
4CLS	\$17,000	\$16,000	\$33,000	83,001
Southern Tier	10,000	\$129,842	\$139,842	207,384
Chautauqua-Cattaraugus	\$5000	\$108,876	\$113,876	153,205
Mid York	\$20,000	\$110,000	\$130,000	194,507
Finger Lakes	\$25,000	\$131,176	\$156,176	210,700

Programs

In August, the Summer Reading Program was wrapped up. The Adult Summer Reading Program had 239 people participate in the Reading Raffle. They read 1273 books! Some logged books on the Beanstack app and others dropped off raffle tickets when they returned their books. We also continued our monthly Craft Club and have seen a lot of enthusiastic crafters. This summer, they got to learn painting techniques on stoneware and how to dye fabric totes. Our regular Writers Group met throughout the month of July. All together, we held nine programs with ninety-seven attendees.

The youth program was broken down into three age levels: Let's Read Together (0-5), I Love to Read (6-11), and Teens Love Reading Too (12-19). In total, 204 youth participated and read 2055 books! Included in Beanstack was a list of activities that youth could participate in to earn points. Two hundred and six activities were completed this summer and 49 programs were held with 802 attendees.

August Programs (all programs are on hiatus beginning August 12)

- Tiny Tots Storytimes
- Preschool Storytimes
- Adventures in Reading program twice weekly
- Early Literacy Storytimes
- Hartwick College Ocean Expedition
- All About Ticks - Otsego County Public Health
- OWL @ HML Cultural Exchange Program (3 programs)
- Crafternoons
- Teen Advisory Group
- HML Writers Group
- A monthly Craft Club for adults (Tie Dye Tote Bag and a Stoneware Painting Program)
- Summer Awards Party
- Activity Table at Muller Plaza

Other

Art Trust Collaboration: Art books were selected to be shelved at Milne Library and an organizational library card has been created for them. The loan period will be for 12 months and a renewal will be included so they will not automatically renew at that time.

4CLS has upgraded our network switches.

A new Photography Policy was drafted and approved at a special meeting on August 22.

The policy page of the website was edited to make it simpler for patrons to access the information.

2023 Statistics

STATISTICS	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	TOTAL
Patron Count	6346	6935	6956	6046	6937	6244	5854	5951					51269
*Circulation	6739	6088	7040	6266	6388	6735	8195	8202					55653
Computer Use	355	338	366	312	375	363	411	423					2943

**Circulation does not include downloadable items.*