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62 Chestnut Street, Oneonta, NY 13820 607.432.1980

Board of Trustees Meeting  
7 December 2021  
Minutes

Called to order at 2:02

Present: Diane Aaronson, Carolyn Austin, Glenda Bolton, David Hyland, Tina Winstead  
Guests: Steve Rowland and Paul Mays via Zoom

The Building Assessment presentation was provided by Butler, Rowland, Mays Architects. The immediate items to complete as funding and time permit are a structural analysis of the front porch, removal of debris in the basement and attic spaces, a new roof, and siding repairs. More details can be found in the report. Additional discussion was held about the development of a phased Master Plan that builds on the existing Master Plan completed by Rob Cullins of Reimagining Libraries (formerly KBA Associates) to address the space limitations of the building and the best use of existing space.

Minutes: Glenda made a motion that was seconded by David to approve the 11-10-21 minutes. All in favor.

Director's Report

Park: construction in the park wrapped up the week of Thanksgiving. The weather was not conducive to beginning work on the Terrace Overlook stonework. Throughout the winter, Treffeisen will pull the electrical wires between lamp posts and work on getting the panel in the basement.

Staff: Glenda made a motion that was seconded by David to approve the following new hires:  
*Resolved, the Library Board approves the hiring of Brenda Balcom to the position of part-time Clerk on a probationary basis.*

*Resolved, the Library Board approves the hiring of Amy (AJ) Lent to the position of full-time Library Clerk on a probationary basis.*

*Resolved, the Library Board approves the hiring of Gavin Smith to the position of full-time Library Clerk on a probationary basis.*

### Financial

The 2022 Budget was approved as amended.

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

### Other

Computer and Internet Policy: David made a motion that was seconded by Glenda to replace the former Laptop Policy and User Agreement with the updated Computer and Internet Policy. All in favor.

Trustee Officers: a slate of officers with Carolyn Austin as Presidents and Glenda Bolton as Vice President was unanimously elected.

Next meeting: January 12 at 2:00

Adjourned at 4:33