



62 Chestnut Street, Oneonta, NY 13820 607.432.1980

Board of Trustee Minutes
4-14-21

Called to order at 2:01.

Meeting held via Zoom.

Present: Carolyn Austin, Diane Aaronson, Glenda Bolton, David Hyland, John Pontius, and Tina Winstead.

Minutes

John made a motion that was seconded by Glenda to approve the 3-10-21 meeting minutes. All in favor.

Director's Report

The current safety restrictions and protocols to consider in the coming months were reviewed. A motion was made by David and seconded by Diane to update the Temporary Safety Practices Policy Activities section as follows. All in favor.

- Returns accepted in the outdoor book return boxes only.
- Pick up of library materials using the self-checkout station whenever possible.
- Computer use limited to a single, 30-minute session.
- Browsing the collection.

A motion was made by John and seconded by Glenda to approve the Vaccination Leave Policy During a Pandemic. All in favor.

The Leave Policy During Emergency Closure and Quarantine was reviewed.

Better World Books: We have piloted the book purchase program with Better World Books for three months. We learned that it takes about 60 staff hours to scan 3665 books. About 1200 books were accepted into their resale program which, at the time of this writing, amounted to \$17.54. They have only processed about 28% of the books that we sent them. We are currently "on pause" to see if the revenue picks up pace but if we don't see \$50/quarter, our account resets to \$0 and you must have \$100 before they send a check.

Park Project: The Stimson Landscape Architects have not updated the construction documents but have communicated that they should have it ready to send back to the NYS OPRHP by end of week.

Building assessment: Ten engineering companies in the area were contacted to request quotes for a building assessment. Three companies responded. McGiver Design Services, PLLC Architecture and Engineering recommended that we have a residential code inspector do the job but he could do it if pressed, Jim Forbes of Forbes Engineering in Oneonta said that an architect should do the job, and Brendan Becker of Lamont Engineers submitted an estimate the day before the meeting.

John recommended that the description of the goals for a building assessment be changed to broad categories rather than specific items. There was consensus that Tina will continue to look for architects to do an assessment so restoration can also be considered.

Fence: a report on the status of the fence repair and the restoration/replacement of the ball caps and "loafer bar" finials was reviewed. Tina will order the ball caps from Antique Cast Iron immediately and ask the owner to provide references and/or pictures of past projects. K Tooling is looking at the ball caps and finials to determine if they can clean and paint them and what the cost will be.

Fine optional: Glenda made a motion that was seconded by David to make adult fines optional. All in favor. Clerks will be instructed to say, "you have a fine on your account that you're not required to pay, but if you would like to pay, it will help the library.

Grants: Jim and Carol Baker donated \$5000 to the library to use for programs and associated supplies and equipment. They like to fund programs but said the funds can be used for anything the library needs.

Financial

John made a motion that was seconded by Diane to approve payment of the bills and the budget transfers and amendments. All in favor.

The quarterly treasurer's report was presented by Tina.

Other

A neighbor of the park reported that a tree fell onto her porch in April of 2020. She presented pictures of the damage and asked for reimbursement of \$540. John recommended calling the insurance company to handle the details.

The exam for the Account Clerk position may take quite a while for the state to order. Katie Bottger recommended that we hire provisionally. Tina will balance the hiring process with available office space given the safety protocols we're following.

John Vagliardo reported that the asbestos test came back negative for asbestos in the Reading Room but the written report has not arrived at the library yet.

Ways to celebrate the library's 100-year anniversary were discussed. It could possibly be held in September this year in coordination with a ground-breaking for the park project. Having a few speakers (a Huntington, Delgado) kick off the celebration followed with live music, games, etc. would be a positive way to celebrate.

Next Board meeting: Wednesday, May 12 @ 2:00.

Meeting adjourned at 3:25.