



62 Chestnut Street, Oneonta, NY 13820 607.432.1980

Board of Trustees Meeting
15 January 2025
Minutes

Called to order: 9:15 a.m.

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

Glenda made a motion that was seconded by Kristy to approve the 12-11-24 meeting minutes. All in favor.

Director's Report

The park project has been completed, and reimbursement requests are being submitted. The Board decided to hold a ribbon-cutting ceremony on Friday, May 16 at 5:30. We will have wine and cheese for refreshments, a community art project on one of the tree stumps, and a rock-painting activity. Susan recommended that we include music at the event.

The Staff Handbook was partially reviewed. More time will be spent on it at subsequent meetings.

Tina announced her retirement effective June 20 of 2025. Diane and Susan will serve on the search committee and the entire Board will be involved with interviews and selection.

Children's Library: \$77,000 has been raised to create a Children's Library in a satellite location. Discussion was held about fund-raising efforts, and it was decided to meet for further discussion on Thursday, January 23 at 2:00.

Guests: Bob Gabalski and Kathleen Sowle of Lothrop Architects attended the meeting to kick-off the building renovation project. They requested that each Trustee and staff member send them comments about how they feel the building functions. They will compile the information and send the summary to Tina. Tina will send collection statistics from the NYS Annual Report to them after they're compiled. After they receive this information, they will annotate the existing drawings for conditions.

Financial: Glenda made a motion that was seconded by Susan to approve the 2024 and 2025 bills and the budget amendments. All in favor.

Kristy made a motion that was seconded by Cary to approve the change in disability coverage to 50% of gross wages with a maximum of \$510/week.

Next regular Board meeting will be February 12 at 10:30 am

Meeting adjourned at 1:10 pm

Children's Library Meeting
23 January 2025
Minutes

Called to order: 2:00

Present: Dianne Aaronson, Glenda Bolton, Cary Brunswick, Susan Kenny, Kristy Vander Werff, and Tina Winstead.

Tina, Donna and Brenda presented the efforts that have gone into the development of a separate Children's Library.

Funding options were discussed, and Kristy made a motion that was seconded by Glenda to borrow from the fund balance so a quicker timeline can be adhered to and that fund-raising will continue. All in favor.

The next step will be to find a realtor to assist with locating property to rent.

Meeting adjourned at 3:44



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Board of Trustees Meeting
15 January 2025
Agenda

- Call to order
- Review of 12-11-24 meeting minutes
- Director's Report
- Financial
- Other
- Building Renovation Kick-off meeting with Lothrop Architects
- Next meeting date/time
- Adjourn

Huntington Memorial Library
Director's Report
2-12-25

Facility

Park Phase 2: the ribbon-cutting scheduled for May 16 will include singer Khalil Jade. The Friends of HML will help with refreshments and the program staff will offer craft tables and a community art project on one of the cedar stumps. Nate will have completed the Gnome Home in another cedar stump by then.

Building Renovation: staff and Library Board suggestions have been compiled and are attached for your review. Bob and Kathleen will attend the meeting remotely to answer questions about the initial concept. Our feedback will be incorporated into the design and the public will have an opportunity to comment. March 11 has been suggested for an appropriate time for public comment.

Children's Library

We currently have \$78,000 for this project which leaves \$37,757 to raise. Sixteen locations have been investigated and a summary of the costs and other notes about the properties will be presented at the meeting. I am writing a grant application to the Robert F. Schumann Foundation and will be working on the brunch to request funds from local organizations and businesses.

Other

Annual Report: other than the financial information, the report is completed and will be reviewed at the meeting.

Security assessment: The City of Oneonta Police Department visited the library and offered some suggestions.

- Doorknobs should lock from the inside without a key.
- Key cards are ideal because the door locks when it closes.
- The front door should have a separate alarm button installed since a crash bar can't be installed on the historic doors.
- Have a key to access bathrooms. Possibly put the light on a timer or have a timer at the desk so clerks can monitor usage.
- The Circulation Room is not secure and there is no escape route. Tina will investigate the possibility of access through the door to the Children's Room.
- They suggested using a sign-in sheet or requiring library cards to enter the building.

We will be circulating radon testing kits this fall if the Central NY Coalition for Healthy Indoor Air receives the EPA grant application is awarded.

Tina is applying for a community Arts Grant the Earlville Opera House to fund sculptural art on the pillars leading to the entryway plaza.

January Programs

Youth:

7 Story Times

1 Head Start Story Time

4 Homeschool Hangouts

1 Field trip from Charlotte Valley Central School

5 Teen Writers Group

Adult:

3 HML Writers Group

1 Craft Club – Introduction to Embroidery

2025 Statistics

STATISTICS	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	TOTAL
Patron Count	6415												
*Circulation	7257												
Computer Use	395												
New Patrons	72												

**Circulation does not include downloadable items.*