



62 Chestnut Street, Oneonta, NY 13820 607.432.1980

Board of Trustees Meeting
9 April 2025
Minutes

Called to order: 11:46 a.m.

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

Minutes

Susan made a motion that was seconded by Glenda to approve the 3-12-25 minutes as amended to correct the time of adjournment to 11:25 a.m. Kristy abstained. All others in favor.

Library Director Report

The report was reviewed.

Other

Library Director job search: Diane reported that she will send the applications and interview questions to the full Board to review. Susan requested that feedback on the interview questions be sent to her by April 16. After reviewing the applications, the Board will decide whether to conduct phone interviews. Interviews will be conducted on Thursday, May 1st between 2:00 and 6:00. At that time, a meeting will be scheduled to select the best candidate.

Financial: the first quarter financial reports were reviewed.

Susan left the meeting.

Kristy made a motion that was seconded by Cary to approve payment of the bills, budget transfers for 2024, and budget amendments. All in favor.

Glenda requested that we revisit the day/time of future Board meetings.

Next regular Board meeting will be May 14 at 10:30 am

Meeting adjourned at 12:52 pm



62 Chestnut Street, Oneonta, NY 13820 607.432.1980

Board of Trustees Meeting
9 April 2025
Agenda

- Call to order
- Lothrop – review of schematic design
- Review of 3-12-25 meeting minutes
- Director's Report
- Other
 - Director job search
- Financial
 - 1st Quarterly Treasurer's Report
- Next meeting date/time
- Adjourn

Huntington Memorial Library

Director's Report

4-9-25

Facility

Park Phase 2: the close-out documents are being drafted. We have received \$254,997.81 in reimbursement out of a total of \$500,000 grant. The final reimbursement request will be submitted soon, but we can't expect to receive it until the beginning of their fiscal year in July.

Park Phase 1: According to OPRHP, they have disbursed \$348,740.85 and we have a balance of \$81,327.15 from a total grant of \$420,068. I know there's a discrepancy in the total and will work to address that. The balance will be disbursed after Phase 2 is closed out and an inspection takes place.

Building Renovation: The Open Forum was held on March 11 and the modifications based on feedback will be presented to the Board and Library Staff on April 9.

Children's Library: Tina and Donna have been working with Lothrop Architects to create a layout for the space. Furniture will be ordered as soon as it's finalized. The plan to create a magical forest theme is well on its way. Kathleen recommended that we work with a local artisan to save money and we have met with an individual to discuss ideas.

Children's Library funding summary:

RECEIVED

- Dewar - \$10,000
- W&B Foundation - \$30,000
- H Foundation - \$30,000
- Friends of HML PayPal - \$370
- Cash donations at the desk - \$246
- Individuals - \$3000

REQUESTED

- Schumann Foundation - \$30,000
- Nottingham Trust - \$30,000
- Jim and Carol Baker - \$10,000
- Patrick Ministries of FUMC - \$30,000
- Visions Federal Credit Union - \$3,000-5,000 (verbal agreement)

We currently need an additional \$36,895 to meet our target costs.

March Programs

Youth:

Weekly Story Times

Weekly Homeschool Hangouts

Weekly Teen Writers Group

Outreach event at OWL Paintfest

STEAM programs – 3D printing classes (2)

Adult:

Weekly HML Writers Group

Author Visit – Chronicling a Crisis

Yarn Club

Public Forum for the building schematic design (2)

Oreo Tasting Party

Create a Dopamine Menu

Shelf Talk Book Club

The VITA group will use the Community Room to help with tax preparation on Saturdays through April 12.

Other

The library presentation to the Common Council is scheduled on April 15 at 7:00 pm.

Country Home Security visited the library and their comments are attached.

Park Reservations are on the rise. Oneonta Farmers Market, Oneonta Public Market, Oneonta Federated Garden Club, and Oneonta Yoga People have applied to use the park during the summer of 2025.

Tina met with David Coury to review the Staff Handbook and has made modifications based on his input.

4CLS sent the e-rate forms to member libraries to sign indicating that filtering software is installed on public computers.

4CLS sent the 3-year automation fee structure after reaching a consensus with the Directors in the System.

2025 Statistics

STATISTICS	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	TOTAL
Patron Count	6415	7684	8103										
*Circulation	6655	6311	6812										
Computer Use	395	348	449										
New Patrons	72	40	49										

**Circulation does not include downloadable items.*