62 Chestnut Street, Oneonta, NY 13820 607.432.1980

Board of Trustees Meeting
8 July 2026
Minutes

Called to order: 1:35pm

Present: Diane Aaronson, Mark Boshnack, Susan Kenny, Claudia Bocchinfuso, Glenda Bolton, Alex Benjamin

Minutes

June 10th minutes were reviewed. No changes were suggested.

Mark motioned to accept the June minutes as presented. Glenda seconded.
All present in favor.

Financial Controls Policy

Alex presented the first draft of the financial controls policy. Adoption of this policy is required by New York State (NYS). Minor grammatical changes were suggested. Alex will present a final copy for adoption at the August meeting.

Staff Handbook Policies Update

Alex presented several updates to the Staff Handbook for the purpose of complying with NYS's updated policy standards for libraries. The updates discussed were bone marrow donation leave, blood donation leave and witness or victim leave; all these leaves policies are mandated by NYS; however, the library has discretion over whether the leave is paid or unpaid. After discussion the Library Board believes the leave should be paid.

During the discussion it was suggested that the payment process for paid jury duty leave be clarified in the handbook. The Library pays employees their usual wages during jury duty and in turn the employee surrenders their jury duty compensation to the Library. Alex will clarify this process in the handbook.

Alex will present a final copy of the Staff Handbook updates for adoption at the August meeting.

Policy

Because the Library does occasionally allow employees to work remotely, it is required by NYS to adopt a remote work policy. Alex presented the first draft of the policy. The final copy will be presented for adoption at the August meeting.

Director's Report

Alex presented the Director's report.

Madeline Sibler reached out to Alex about redesigning the Library's Chestnut Street facing sign. The Library Board expressed excitement about this opportunity. Alex will connect with Maddy and schedule a meeting to move forward.

One of the silver maples in the upper-park lost a significant limb during a storm. We were made aware in spring that this tree would need to be removed in the next several years, but with the limb falling the situation is more urgent than originally thought. The Board was in approval of removing the tree immediately to prevent any damage or injury. Alex has received a quote for the tree removal from ETS Tree Services, the quote comes in at $4,900. The Board inquired about stump removal and any potential discounts; Alex will follow up with ETS about both inquiries.

There is a second silver maple in the upper-park facing a similar situation. Removal of this tree is complicated slightly because of several NYSEG lines attached to it. Alex will start the process of having NYSEG remove their lines. Because of the attached lines, Susan suggested NYSEG may be willing to financially help with the tree's removal; Alex will follow up.

Further conversation around our Church Street maintenance garage occurred during the Director's Report. Mark will reach out to the City about the water connection. Alex will print out a selection of garages from Amish Barn Company for the Board to view at the next meeting.

Other

There was discussion around the potential for the building renovation and where our efforts should be focused. Susan brought up that the 1st floor was the most active space. The fire escape and elevator both need to be redesigned and brought up to modern code. A capital campaign was mentioned as an option, Alex will work to bring The Friends into the campaign, as we will need their 501c3 status for fundraising purposes.

Park maintenance was reviewed. We have a plot on the side of the hill heading towards the lower park that has proved difficult to maintain. Mark mentioned that Cornell Cooperative Extension may be interested in using it for educational purposes.

Financial

Susan motioned to approve the bills. Claudia seconded.
All present in favor.

Several budget amendments were presented for the purpose of moving money from gifts and donations into more appropriate restricted lines.

Susan motioned to approve the amendments. Mark seconded.
All present in favor.

Meeting adjourned at 4:00pm.

Next meeting is August 19th at 1:30pm.