



62 Chestnut Street, Oneonta, NY 13820 607.432.1980

Board of Trustee Minutes
1-8-20

Called to order at 2:00

Present: Ruth Allen, Carolyn Austin, David Hyland, John Pontius and Tina Winstead.

Absent: Glenda Bolton

12-11-19 Minutes

David made a motion that was seconded by Ruth to approve the December minutes as amended. Glenda abstained. All other in favor.

Director's Report

Tina reviewed the requests to local foundations. Funding was received to purchase new public computers, funding was not granted to index the local papers, and partial funding was received to purchase supplies for a new DVD management system. It was recommended that Tina pursue an intern to index the newspapers by contacting the intern program at SUNY Oneonta.

Progress on the Park Project was reviewed. Approximately 14 landscape architects have requested the full RFP. The proposals are due by January 24. The members of the community committee will be contacted with an update.

A cleaning service has been hired on a trial basis since it has been difficult to keep the library clean with an employee.

Youth programs were highlighted and a new calendar distributed. One of the new programs this winter will be Messy Art which will immediately follow a morning story time.

The phones in the library have been malfunctioning sporadically so Otsego Telephone was contacted to give a quote for their replacement.

Financial

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

Financial summary reports were not received from the City Finance Dept. in time to review them at the meeting. The Board requested that Tina express their concerns to city officials since they feel they cannot provide fiduciary oversight without adequate information.

Other

Glenda made a motion that was seconded by Ruth to approve the Tobacco-free policy.

This is the final year of the current Long-Range Plan. Discussion was held about the best strategy to use in the development of the 2021-2026 plan. Since the coming year will be consumed with the Park Project and the development of a Master Plan for the building, it was decided that the information gleaned from these processes plus discussion with the library staff and the Trustees would be used to draft the next plan.

Building Fund: John recapped the progress made in understanding the revenue to the Building Fund. At this time, it seems prudent to meet with relevant City officials to discuss the details needed to create an investment document.

Master Plan Contract: John made a motion that was seconded by Glenda to approve the contract from Kimberly Bolan Associates. All in favor. Discussion was held about the best way to present the information to the public.

Discussion was held about inviting the Common Council members to the library since there are so many newly elected officials. Tina will select an afternoon when Board members can attend and the staff are available to highlight their programs.

Next monthly meeting: Wednesday, February 12 @ 2:00.

Meeting adjourned at 3:30.