

Draft Minutes
Cherry Valley Memorial Library Board of Trustees Meeting
July 11, 2018

Trustees: John Ferguson, Laura Horvath, Pam Plymell, Kathleen Taylor, Keith Willcox,
Staff: Claire Ottman
Absent: Diane McGrath

Kathleen Taylor noted that there was a quorum and called the meeting to order at 7:05pm.

New Business:

Pam Plymell moved to add Laura Carson to the Library Board. John Ferguson seconded the motion. Motion passed unanimously and the Board gratefully welcomed Laura Carson to the board.

Secretary's report:

Laura Horvath, secretary reviewed notes from the May 1, 2018 meeting. John Ferguson moved to accept the notes with changes Keith Willcox seconded the motion. Motion passed unanimously.

New Business update:

Chris Barown purchased a new Domain Name. Library needs to change the website to the new address; has not rolled out yet.

Treasurer's report:

Treasurer's report was presented by Pam Plymell.

Total income is down.

Received \$400 from 4 counties because Claire participated in a training. Claire used that money to purchase a magnetic board, dry erase markers, etc. for the children's program. She also purchase cushions for the children.

Received \$750 from Cherry Valley Springfield Central School, last year the increased by \$150. This year increase \$125.

Insurance is paid in full. We receive a discount. The amount varies from year to year. We increased insurance amount; the rebate amount decreased; the liability increased.

Decent shape: \$480,000\

Laura Horvath moved to accept the treasurer's report. John Ferguson seconded the motion. Passed by unanimous vote.

Old Business:

Purchase of the easy chair: Key Bank in Oneonta has nice, comfortable chairs. Black color is good. Claire will order the chair.

Social media Policy; 4 counties requires the library to have a social media policy. Discussion pursued. Policy should be posted on the website. Motion was made by Keith Willcox to accept the policy as written. Pam Plymell seconded the motion. Motion passed by unanimous vote.

DVDs: \$300 initially. Would like to increase the amount available by 55 DVDs. The library gets 200 DVDs annually. Would like to increase to 110 per quarter. Claire will purchase the extra 110 per quarter.

Gutters:

Need to be repaired: Kathleen will discuss with Butch Yager and Dan McCamley.

Meeting was paused while the board members captured a hummingbird that flew in the door. It was captured and released without injury to bird or human!

Cracks in the plaster: Laura Horvath to discuss with Will Brown and Becka Wright, summer residents.

Tree Trimming; needs to be trimmed in March. Keith Willcox will look into this.

Carpet Cleaning: Carpet was installed 12 years ago and needs cleaning. Claire will see if 4 counties has any recommendations.

Construction Drawings:

Project Scope is about \$100,000 - \$150,000. \$25,000 is the Library's responsibility.

Bruce Harnett (local builder) will help create a timeline and an estimate. He warns that the estimate may increase at time of building due to newly levied tariffs on building goods.

Historical Society: looks OK for approval.

Areas to review: Fund raising, Library grants, Will carpeting be included?, Will there be any needed changes to the side walk.

Storm windows: 8 windows, Will gather estimates from RedPoint Builders. Alden (in Sharon Springs) and another company that specializes in historic buildings. Need museum quality and energy efficiency.

School Budget Proposition: Add a library tax onto the school tax bills. Spearheaded by Springfield library: Echo Weller, Caitlyn Graham Forbes in Richfield.

Summer Reading: participant numbers were down.

Story hour numbers are down.

Received a mini grant for theme boxes for children's programs.

At 8:30 pm Keith Willcox moved to adjourn the meeting. Pam Plymell seconded the motion. Passed by unanimous vote.

Town stipend was increased by \$100. Total donation was \$10,100 (increase of 1%). Last year fuel costs and usage were down. This year it was up 3 times last year's cost. Superior is the Library vendor and offers a special non-profit rate. Online costs are up to \$20 per quarter. Community Bank continues to manage the Library investments well. Overall funds have increased, even with increased draws. Diane McGrath moved to accept the library minutes. Laura Horvath seconded the motion. Passed by unanimous vote.

New Business:

Chris Barown has provided his resignation to the Library board. Keith Willcox moved to accept the resignation. Pam Plymell seconded the motion. Vote to accept Chris Barown's resignation was unanimous but with regret.

Library Board Members will make suggestions for new board members.

Old Business:

Building Project:

Chris Barown has the Library drawings at his office.

Kathleen will organize the tasks after the semester ends. Library must raise 25% of the funds for the project. Library will apply for library building grants

Claire will participate in the maker fair at Cherry Valley Springfield Central School. Summer Reading program is in planning stages.

Gutters: have not been fixed yet. Weather was very bad and then Butch Yager went on vacation. Should show up soon. Cooper pieces will be stored and used to fix future breaks.

Springfield library will not be bringing the library tax to the school board for inclusion on the school tax bill. The member of the board who was organizing this can no longer lead the project due to illness.

Gutters: Butch Yager will finish the job when the weather is better.

Plaster: Laura Horvath will approach Willy Brown and Becca Wright.

At 7:30 Keith Willcox moved to adjourn the meeting. Dian McGrath seconded the meeting and passed by unanimous vote.