Cohocton Public Library Board Minutes

Monday, November 9, 2020

Meeting at the library called to order at 4:19 pm by President Don Eck

Present: Don Eck, Pam Vogt, Jessie Zeh, Barb Storms, Jim Feely, Freda Feely, Sandy Shaffer and Jess Roper (on Facebook Messenger)

Discussion was held on whether we should meet on line due to an explosion of Covid-19 cases. It was agreed that we would use an abundance of caution and continue to meet in person at the library (with Jess on line), wear masks and practice social distancing.

Change to October minutes: the Paid Family Leave (supplemental) line should read that we are the only library with a supplemental paid family leave and that Don felt the library should not pay the employee portion (fee) of the PFL offered by the state, the employee should pay this fee; Motion to accept minutes with correction made by Pam and seconded by Barb, Vote: Pam-Y, Barb-Y, Don-Y, Sandy-Y, Jess-Y; carried

Director’s Report: see attached sheet; Jessie reported that the NYLA conference was very beneficial, she has the URL for the conference and anyone can watch; our bookkeeper is in Covid quarantine, Kim has tested negative; motion to accept the Director’s Report made by Barb, seconded by Pam, Vote: Pam-Y, Barb-Y, Don-Y, Jess-Y, Jim-Y, Freda-Y, Sandy-Y, carried

Old Business:

1. Proposed 2021 Cohocton Library Budget – tabled
2. Sexual Harassment Training – Jessie has the paperwork
3. Fee for Participation in Paid Family Leave: no employer is required to pay, but may; Cohocton currently paying, but it was not approved by the board (the board approved supplemental paid family leave); Freda questioned what the cost to the employee is - .27% of gross salary in 2020, .511% in 2021; $182 total paid by the library in 2019; Jessie stated that the pages do not qualify until halfway through the year and Donna does not qualify due to not enough days; Jim suggested 1. continue paying as a benefit that needs to be negotiated in lieu of discussing raises 2. stop as it contradicts policy; Pam noted that in lieu of raise is not equal to a raise %age; Don suggested 1. continue paying and change policy 2. stop paying; Jim made a motion that the library stop paying as of January 1, 2021, because it is not consistent with policy and begin withdrawing PFL fees from employee’s paycheck effective January 1, 2021; seconded by Barb, Vote: Pam-Y, Barb-Y, Don-Y, Jess-N, Freda-Y, Jim-Y, Sandy-Y; motion carries 6-1
4. STLS 2020 Federal ARC Grant-Workforce Development: 2 volunteers are needed to work on Pandemic Operations Plan and attend virtual meeting on 12/3 from 1-2 pm (STLScalendar.org); volunteers Jim, Sandy, Jessie
5. Review of ADA Compliant Renovations: architect John is coming on Nov. 16 to review originally discussed plans and possibilities; Jess suggested that we need to check grant and look at projected end results; Don - let the minutes show that Jess has recommended that we do a complete review of all steps, even those that that would be delayed; Jess will check grant information and share with board, needs to be a complete accounting of all expenses to date; will address in December
6. Santa’s Secret Shop: Wednesday, December 16; Thursday, December 17 and Saturday, December 19; we will figure out work schedule and details later

New Business: Don asked Jessie to look for letter sent to business manager for tax request

Trustee concerns: none

Motion to adjourn made by Pam, seconded by Barb and so done at 5:56 pm

Respectfully submitted,

Sandra Shaffer, secretary