

Cohocton Library Board Minutes
April 19,2021

Meeting called order by President Jess Roper at 4:11 pm

Present: Jess Roper (via computer), Jessie Zeh, Pam Vogt, Freda Feely, Jim Feely, Sandy Shaffer, Kathy Krivitza, Barb Storms

Changes to the agenda: none

Financial report given by Pam Vogt:

March balance: \$291,655.63 balance with outstanding checks: \$290,488.97

Paid Family Leave: \$11,244.72, interest \$.38 for month

Capital Fund: \$1,000

Motion to accept report made by Barb, seconded by Jim

Approval of March minutes made by Kathy, seconded by Pam

Director's report given by Jessie Zeh - see attached March 2021 report. There will be a Rummage and Book Sale from May 1-8. It will include many decorative yard items.

Motion to accept report made by Sandy, seconded by Freda

Old Business:

- a. Security System: Received quote for new system by Covert Security. A local person also looked at the library's system and stated it needed a new power supply. This can be purchased locally and is inexpensive. If it fixes the problem, the security system will put on the agenda next year to review again.
- b. Changes to Service: In May, Story Time will be done at the gazebo on Thursdays. Classes will be done in-house. People will need to register for the classes and will be limited to 8 people per class.
- c. Open Capital Funds Savings Account: Pam opened a new account and deposited \$1,000. Jessie will meet with John Malter, our accountant, to review accounts. He will recommend an amount to be transferred to the Capital Funds account.
- d. Community Room Project: Mark plans to start work on the new door. Structural study has been completed by the Architect. It gives the floor plan with the amount of wall that can be safely opened. We need to start working on the next phase. This includes the ceiling, the stage, opening the wall, type of flooring. It will be put on the agenda for next month.
- e. Little Free Library: These were built by us and the Boy Scouts and were completed and set up by Michele Domm as part of her course work. The Boy Scouts will monitor and refill the libraries as needed from our book donations here in Cohocton. They are now registered with Little Free Library and will be on their map soon. The Boy Scouts have set up one in Springwater. The second library will be set up by the Loon Lake Water Conservation Trail.

New Business:

- a. New Printer: We are currently using a printer donated by the Lioness Club. It is not intended for our higher volume of printing and a new printer is needed. Toshiba gave us a quote for \$514 and it includes any repairs for 36 months, if needed. It is a Lexmark Color Laser printer. Ink cartridges cost \$162 per cartridge. Jim made a motion to approve purchase of printer, inks and toner not to exceed \$1500, seconded by Pam
Vote: Jess -Y, Freda - Y. Jim -Y, Pam -Y, Kathy - Y, Sandy - Y, Barb -Y
- b. Direct Access Plan: It was approved and needs to be signed by Jess Roper as board president..
Vote: Jess -Y, Freda - Y. Jim -Y, Pam -Y, Kathy - Y, Sandy - Y, Barb -Y

Trustee Concerns: none

Motion to adjourn meeting made by Sandy, seconded by Jim and so done at 5:01 pm

Respectively submitted,

Barbara Storms, Secretary