

Cohocton Public Library Board Minutes
September 18, 2023

Meeting called to order by Interim President Jim Feely at 4:05 pm

Present: Molly Fox, Kathy Krivitza, Jim Feely, Freda Feely, Barb Storms, Sandy Shafer

Changes to the agenda: None

Financial report given by Kathy Krivitza.

August balance: \$58,970.94; balance with outstanding checks: \$61,089.26

Paid Family Leave: \$15,295.15

Capital Fund Money Market: \$135,985.38

Motion to accept financial report made by Sandy, seconded by Jim; all in favor.

Motion to accept August meeting minutes made by Kathy, seconded by Freda; all in favor.

Director's report given by Molly Fox - refer to attached August report.

Summer carnival was a success and a survey was done. Story time is moved to Thursday.

Motion to approve director's report made by Barb, seconded by Kathy; all in favor.

Old Business:

- a. Construction Aid Assurances: It was signed at the last meeting and the application has been fully submitted to STLS. We expect to hear back from STLS next August/September.
- b. Insurance update: Policy is up for renewal at the end of October thru Genesee Valley Agency, Inc. Our agent has moved to another agency and has contacted the library to see if we would be interested in transferring our account to his Maple City Financial Services agency. Jim contacted our current agency and spoke with the person now assigned to handle our policy. Jim made a motion to stay with our current agency at this time, seconded by Kathy; all in favor.

New Business:

- a. Review/ Adoption of Policies: Molly presented the updated versions of the Bulletin Board and Window Display Policy and the Volunteer Policy. Jim recommended that the training on sexual harassment be added to the Volunteer Policy. Motion to approve both policies with the addition of the sexual harassment training as noted above made by Barb, seconded by Kathy.
Vote: Freda - Yes; Jim - Yes; Sandy -Yes; Kathy - Yes; Barb - Yes; all in favor.
- b. The Great Give Back: STLS encourages all libraries to participate in this event. We will do a winter clothing drive and giveaway from September 25 to October 11. Donation box will be set out on September 25 and Molly will try to get a couple of locations to put out boxes. Facebook post has been done.
- c. Fingerprinting: Identgo has contacted the library and asked if we would be interested in setting up a local station. It will mostly be used by state employees, nurses, teachers to

have fingerprinting done for background checks; a non-criminal check. Identgo will provide all the materials. They require a private area (6'x6'), hard wire internet port, ADA compliant, 2-3 staff that will know how to run the program. Identgo will pay \$5.50 per person that has a check done. The Board would like Molly to contact the company for more information: do they need a secure location, what is our commitment, can we cancel at any time if it does not work out for us.

- d. Back Door Leak: The library has had water by the back door into the kitchen when it rains. Molly will get quotes for repairs. It could be a result of gutters on the historical society that need repair. Molly will also contact them.

Trustee concerns: None

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

Respectively submitted,
Barbara Storms, Secretary