

Cohocton Library Board Minutes

February 16, 2021

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

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

Changes to the agenda: none

Financial report given by Pam Vogt:

January balance: \$336,609.41 balance with outstanding checks: \$335,961.69

Paid Family Leave: \$11,243.99, interest \$5.27

Motion to accept report made by Sandy, seconded by Freida

Approval of January meeting minutes made by Jess, seconded by Pam

Director's Report given by Jessie Zeh - see attached January 2021 report

Motion to approve report made by Barb, seconded by Sandy

Approval of Payment of submitted invoices: Motion to accept payments made by Sandy, seconded by Jim

Old Business:

a. Roof Repair: Updated proposal from Proctor Enterprises is \$26,750.00. This includes repair to the main section of the roof only since the side sections had recently been repaired. Roof repair could be done in March.

Motion to approved Proctor Enterprises to repair roof made by Barb, seconded by Pam

Vote: Jess-Y, Pam-Y, Jim-Y, Freida-Y, Sandy-Y, Barb-Y; motion carried

New Business:

a. Annual report: Jessie continues to work on the final report. She will email the report to us before the end of the month and requests all Trustees reply with a vote.

b. Staff Raises: board went into Executive Session from 4:52-5:17 pm to discuss.

c. Capital Fund: Policy needs to be developed to determine purpose and future major repairs that need to be included. We currently have funds in the checking account that need to be transferred to this fund. Jess will work with Jessie on the policy.

Trustee Concerns:

a. Sandy expressed concern that the back steps and cement pad are icy. Jessie will look into buying step runners and carpeting. Sandy also requested tops for the bookshelves in the library so decorations can be placed on top of them. Jessie will discuss with Mark.

b. Jim commented on the high number of facebook statistics. Jessie reports programs have been well received.

c. Kathy Krivitza would like to join the library board as a Trustee. She will be sworn in at the next meeting.

Motion to adjourn meeting made by Sandy, seconded by Pam and so done at 5:33 pm

Respectively submitted,

Barbara Storms, secretary

Director's Report – January 2021

Board meeting- 2/16/21

Circulation 569 (530)

Patrons – 106 (133)

New Patron Registrations 0 (0)

Digital Collection Statistics:

Overdrive Checkouts 45, (31)

RB digital Checkouts 14, 14

New Items 151 (48)

Holds Placed 31 (32)

Holds Received 147 (91)

Holds Filled 234 (209)

Facebook Statistics

Month Total Consumers 248 (193)

Month Total Post Engagements 580 (454)

Total Video Views 3772 (729)

Page Reactions 116 (67)

Website visits 151 (205)

Story Time

1/7 152

1/ 14 148

1/21 21

1/ 28 50

Bright Beginnings

Mon	Wed	Fri
1/4 - 95	1/6 – 30	1/8 -105
1/11-52	1/13- 33	1/15-49
1/18- Closed MKL	1/20 -89	1/22- 29
1/25- 44	1/27- 55	1/29 27

Program/ presenter

1/8 Homesteaders – 7

1/6 WW Salt Dough -47

1/13 WW Stress Ball 25

1/20 WW Snow and Ice Painting 331

1/27 WW Finger Knitting 60

1/27 Book Club 5 in Person

January Notes

We were closed from 1/1 for New Years Day and 1/18 for Martin Luther King Jr. Day.

Our security camera company has gone out of business and the video feeds do not appear to be working. We could look into updating them.

January Workshops were well attended and kits appreciated.

February Notes:

We began crafts by appointment and they have been well received.

Donna has tested negative and returned to work. Kim has returned from her leave, her mother continues to recover at her home. Jon has left to begin a new job and we wished him the best. Kurtis plans to cover 2 additional nights of page duties.

The roof repair proposal by Proctors Enterprises includes the main library roof and not the two far sides which appeared to have been done recently. Work would begin in March. This proposal was approved and has been submitted to proctors.