

Cohocton Library Board Minutes
December 14, 2020

Meeting called to order by President Don Eck at 4:14 pm

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

Changes to the agenda: Kim's leave of absence, closing for Christmas, roof quotes, reports on website

Financial report given by Pam Vogt:

November balance: \$152,163.20 balance with outstanding checks: \$150,991.04

Paid Family Leave: \$9,003.24 interest/month \$.29 interest/year \$2.28

Motion to accept report made by Barb, seconded by Freda

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

Director's Report given by Jessie Zeh - see attached November 2020 report:

Motion to accept report made by Freda, seconded by Barb

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

Payment of submitted invoices:

Motion to approve payment of submitted invoices made by Barb, seconded by Freda

Don asked Jessie to contact Frontier for an explanation of credits on bill; she will do so

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

Old Business:

- a . Proposed 2021 Cohocton Library Budget: revenue and expenses are equal - balanced budget
Motion to accept budget for 2021 made by Pam, seconded by Jess
Vote: Freda-Y, Jim-Y, Pam-Y, Barb-Y, Jess-Y, Don-Y, Sandy-Y ; motion carried
- b. Sexual Harassment Training: Don objects to this training on an annual basis as there is nothing new presented; he agrees with the intent of the law, but not the actual implementation of training every year; he is refusing to do it
- c. Pandemic Operations Plan-NYS Law 27-c: Jessie explained that she and Sandy had watched a zoom presentation and gained ideas on producing a plan specific to our library
- d. Santa's Secret Shop Schedule: Wednesday-Don and Anita, Thursday-Pam, Saturday-Jess; Jessie will be there all 3 days

New Business:

- a . Meeting Schedule for 2021: selected dates are reflective of holidays-January and February meetings will be on Tuesdays with all other monthly meetings on Mondays; all meeting will begin at 4 pm
January 19, February 16, March 15, April 19, May 17, June 21, July 19, August 16, September 20, October 18, November 15, December 20
Motion made by Don to approve above schedule, seconded by Sandy
Vote: Freda-Y, Jim-Y, Pam-Y, Barb-Y, Don-Y, Jess-Y, Sandy-Y; motion carried
- b. Election of Officers:
Slate of officers: President-Don Eck, Vice President-Jess Roper, Treasurer- Pam Vogt, Secretary-Barb Storms

Motion to accept slate of officers made by Freda, seconded by Pam

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

Changes to Agenda:

- a. Kim's mother had emergency heart surgery, is staying with Kim and is doing well; Jessie is filing PFL papers; no exact date for Kim's return but she could take up to 12 weeks; Donna will hopefully be cleared to work soon; Liz and Jessie have been filling in
- b. STLS advised libraries to make their own schedules for Christmas: Jessie advised closing from December 23-January 1 and said that Kim suggested closing at 6 as there are very few patrons between 6&7
Don made a motion to close the library from December 23-January 1 and to close at 6 pm with the early closing being in effect until the April 19th meeting at which time the early closing would be addressed again, seconded by Barb; Jim was opposed to the early closing for a short period of time as changing hours is confusing for the patrons; Jessie suggested postponing the 2nd half of the motion and she will collect data on the 6-7 hour; Don asked to strike the motion and presented a new motion to close the library from December 23-January 1
Vote: Freda-Y, Jim-Y, Pam-Y, Barb-Y, Don-Y, Jess-Y, Sandy-Y, motion carried
- c. Roof Quote: will table this until pictures and quotes are in our hands; Jessie expressed concern that substantial snow may cause leakage and added expenses, Don agreed there is some risk but likelihood is small
- d. Reports on website: Don suggested more financial information on the web would make what we are doing with tax money more transparent to the public; Jim cautioned against putting out bank statements and other reports for security reasons; Jess would prefer the public to come into the library to see financial information; agreed-no financial information except what is in the minutes

Trustee Concerns: none

Motion to Adjourn made by Barb, seconded by Pam and so done at 5:52 pm

Respectfully submitted,

Sandy Shaffer, secretary