

Cohocton Public Library Board Minutes  
Tuesday, February 22, 2022

Meeting called to order at 4:17 PM by President Jessica Roper

Present: Jessica Roper (via computer), Kathy Krivitza, Pam Vogt, Sandy Shaffer and Jessie Zeh

Changes to agenda: cleaning service, postcards to legislators and employee pay change

Financial Report: Pam reported the following balances

Nov.	\$311,258.44	(with outstanding checks \$305,754.98)
Dec.	\$287,616.13	(with outstanding checks \$286,221.79)
Jan.	\$268,786.27	(with outstanding check \$259,704.82)
	Interest earned-	\$11.79
	Paid Family Leave	\$11,247.55
	interest earned	\$.19

Transfer to be made from operating funds to PFL \$1,000 per for Donna, Kim and Jess Z.

Motion to accept February minutes made by Pam, seconded by Sandy and passed

Director's Report: see attached sheet

Highlights: Nov.-attendance down for storytime, nursery school attendance up and down, bone builders going good;, Dec.- Candy Land 58 kids participated, donation from Don Eck in the amount of \$1000 from retirement account; Jan.-WIFI outside extender is wrapping up with service available down the street; Phase 2 of construction Grant-hallway to elevator and Phase 3 will look at elevator shaft, back wall and access to upstairs

Old business:

- a. Community room: should be done by the end of the week; waiting on furnace parts for new intakes and vents; Jess has requests in for quotes on elevator shafts, state paying 75% with library paying 25% out of CD and extra being put toward building improvements
- b. Mask restrictions: still requiring masks (up to library boards); giving away masks and kits created a lot of foot traffic
- c. LTC Grant: working with Wayland
- d. Secret Santa Shop: 35 served, more curb-side pickups

New Business:

- a. All Employees getting paid for holidays: tabled until next month
- b. Policy Review: all reviewed and accepted with the exception of Paid Family Leave, vote: Kathy-Y, Pam-Y, Sandy-Y, Jess R.-Y
- c. Board Meeting Schedule: tabled until next month
- d. Elect/Re-elect Board Officials: nominations-President- Jessica Roper; vice-president-Jim Feely; Treasurer-Kathy Krivitza; secretary-Barb Storms

- e. Tax Cap Budget: asking \$166,000; does not raise tax cap
- f. Grants: construction grant released in fall; ARC Grant-for job and workforce improvement for patrons; reimbursed 50% for 2 laptops and 1 chrome book purchases
- g. Building Improvements: center roof done last year, do sides need work; Mark suggested contracting with a cleaner for the gutters; back wall, elevator shaft, and the back porch floor need masonry work
- h. Changes to agenda: Donna needs a pay correction of \$88 (she should have been receiving \$13.50 per hour, not \$13); cleaning-Jessie recommended purchasing a new vacuum cleaner and all agreed

Motion to adjourn made by Pam, seconded by Kathy and so done at 5:35 PM

Respectfully submitted,  
Sandra Shaffer