

## 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, Freida 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 Freida

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: We are now registered with them. The Boy Scouts have set up one in Springwater. The second library will be set up by the Loon Lake Water Conservation Trail. Michele Domm is in charge of this program and has made it a classroom project.

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, Freida - Y. Jim -Y, Pam -Y, Kathy - Y, Sandy - Y, Barb -Y

b. Direct Access Plan: It was approved and needs to be signed by Jessie Zeh.

Vote: Jess -Y, Freida - 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

Director's Report- March 2021

Board Meeting 4/19/21

**Circulation** 626 (587)

**Patrons – 150 (144)**

**Computer Sessions- 10 (8)**

**New Patron Registrations 0 (1)**

**Digital Collection Statistics:**

Overdrive Checkouts 57 +1= 58 (45)

**New Items 69 (151)**

**Holds Placed 31 (53)**

**Holds Received 126 (148)**

**Holds Filled 267 (211)**

**Facebook Statistics**

Month Total Consumers 139 (128)

Month Total Post Engagements 305 (490)

Total Video Views 680 (673)

Page Reactions 56 (108)

**Website visits 184 (151)**

**Story Time ( Live, by apt.)**

3/4 1

3/11 0

3/18 1, (2a,5k)

3/25 3,(1a, 4k), (1a, 4k)

**Bright Beginnings**

<b>Mon</b>	<b>Wed</b>	<b>Fri</b>
3/1 - 1	3/3 – (2k,1a) Zoom	3/5- 3

3/8 - 2	3/10 – 2k,1a zoom	3/12 - 2
3/15- Closed for wokshop	3/17- 2k,1a zoom	3/19- 1
3/22 - 2	3/24- 7k 4a zoom	3/26 - 3
3/29- 2		

**Program/ presenter**

3/5 Homesteaders – 7

3/3 Paper Shamrocks -1 views, 5 kits

3/10 Shamrock Decal- 0 views, 5 kits

3/17 STEM Storytime 0 Views, 4 in person

3/24 Feather Earrings 2 views, 5 kits

3/31 Peekaboo Eggs- 1 view, 12 kits

3/31 Book Club 5 in Person

**March Notes:**

This month we began opening programs up by appointment. We held Storytime, STEM Storytime, and some crafts multiple times to reach all people interested.

Our Zoom Nursery School has gained a following, we now have 3 families that participate virtually

Seed Library Volunteers have put together seed starter kits for the food pantry and upcoming seed swap.

We had our Roof redone and Proctors has been paid.

We had Covert Security come to take a look at our camera system. Their quote was for a whole new system. Jason Schauer is a local man who works on camera wiring, he also looked and said we need a new power supply (\$20 at Walmart).

Our color printer is in need of replacement, I have some quotes and we have been using one dated by the Lioness Club.

## **April Notes**

We opened the building up to 10 people starting in April

Our Easter Visit was successful and we had over 30 people stop for goodies and to see the Easter Bunny.