

Cohocton Library Board Minutes

January 19, 2021

Meeting called to order by Vice President Jess Roper at 4:13 pm

Present: Jess Roper (via computer), Jessie Zeh, Pam Vogt, Jim Feely, Freida Feely, Sandy Shafer, Barb Storms

Changes to the agenda: reapprove proposed budget, capital fund, tax cap

Financial report given by Pam Vogt:

bank put \$163,995.33 from school in family leave account instead of checking account by error. Pam contacted the bank and it has been transferred correctly. This will show in next month's statement. She wrote check for \$2230 to transfer money to paid family leave account

Checking account: \$184,427.96 (corrected should be 348,423.29) Paid Family Leave: 173,000 (corrected should be 9003.)

Motion to accept report made by Jim, seconded by Sandy

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

Approval of December meeting minutes: motion made by Pam, seconded by Jim

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

Director's report given by Jessie Zeh - see attached December 2020 report

Motion to accept report made by Barb, seconded by Pam

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

Approval of Payment of submitted invoices:

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

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

Old Business:

a. Meeting schedule 2021: Jess asked if meetings could be changed to Friday morning. The current day/ time works best for most of the Trustees. No changes made to the meeting schedule for 2021.

b. B. Roof repair: we have two proposals. Each proposal includes costs to either repair or replace the roof. Proctor Enterprises - \$4275 to patch with 5 yr warranty and \$24,750 to remove layers and replace with 20 year warranty. JPS General Contracting - \$6700 to patch repair with 2 year warranty and \$19,300 to apply new layer over existing layer(s) with 10 yr warranty on workmanship. Jessie states we have adequate funds to replace the roof. It was the consensus to completely replace the roof. The decision on who will do the work will be tabled until next month. Jim will check with people who have used both companies for the comments. Jessie will

check on available finances and check with Proctor for the current estimate. JPS estimate is current. Emergency meeting will be called if a decision is needed sooner than the February meeting.

c. Community room updates: \$30,000 grant used on current construction. Second grant for \$60,000 includes work to improve accessibility and open up the community room. We have not received a report on structural drawings yet.

d. Closing at 6/ changes to services: this was discussed and at this time the library will remain open until 7 pm Monday thru Thursday. Vote: Jess-Y, Pam-Y, Jim-Y, Freida-Y, Sandy-Y, Barb-Y; motion carried

e. Reapprove proposed budget: Local funds should read \$163,000 instead of \$161,000 for 2020-21 school year.

New Business:

a. Nomination for Board President: Don has resigned as President.

b. Election of President for 2021:

Jess nominated for President by Jim, seconded by Pam

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

Jim nominated for Vice-President by Pam, seconded by Sandy

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

c. Capital Fund: Need to decide on tax request for 2022 budget. Jessie suggested \$166,000 which is just under 2% increase to cover minimum wage and inflation.

Motion to approve made by Pam; seconded by Freida.

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

Trustee Concerns: none

Motion to adjourn meeting made by Sandy, seconded by Pam and so done at 5:46 pm

Respectively submitted,

Barbara Storms, secretary

Director's Report December 2020

Board Meeting- 1/19/21

Circulation 530(558)

Patrons –133 (105)

New Patron Registrations 0 (0)

Digital Collection Statistics:

Overdrive Checkouts 31, 42

RB digital Checkouts 14, 14

New Items 48 (82)

Holds Placed 32 (58)

Holds Received 91 (89)

Holds Filled 209 (170)

Facebook Statistics

Month Total Consumers 193 (135)

Month Total Post Engagements 454 (336) (618)

Total Video Views 729 (668)

Page Reactions 67 (85)

Website visits 151 (205)

Story Time

12/3 44

12/ 10 50

12/17 36

12/ 23 Closed Christmas Break

12/31 Closed Christmas Break

Bright Beginnings

Mon	Wed	Fri
	12/2 – 40	12/4- 27
12/7-26	12/9- 33	12/11-43
12/14- 66	12/16-46	12/18- 27
12/21 – closed	12/23 closed	12/25closed
12/29-closed	12/30- closed	1/1 closed

Program/ presenter

12/4 Homesteaders – 6

12/2 WW Sugar Scrub 110

12/9 WW Candle Decorating 79

12/23 WW Paper Tube Snowflakes 35

12/30 WW Pipe Cleaner Crowns 11

12/30 Book Club 5 in Person

Santa’s Secret Shop(12/ 16, 17, 19) 25

December Notes

We were closed from 12/23-1/1 to relieve staff over the holiday season.

Santa’s Secret Shop was 12/16, 12/17 3-5 pm, and 12/19 10-1pm We served many families and it was really appreciated by those who attended.

I have not received the quote or pictures from JPS Contracting, but believe we should move ahead with repairs.

January Notes:

I am working on our Safety Plan as recommended by STLS and our annual report to the community, If there is anything to add or take part.

Donna tested positive again and is continuing working from home.