

Cohocton Public Library Board Minutes
July 15, 2024

Meeting called to order by President Jim Feely at 4:09 pm.

Present: Molly Wilkinson, Jim Feely, Carol VanNorman, Kathy Krivitza, Pam Vogt, Barb Storms, Sandy Shaffer

Changes to the agenda: None

Financial report given by Kathy Krivitza

June balance: \$85,188.62; balance with outstanding checks: \$87,021.84

Paid Family Leave: \$18,295.15

Capital Fund Money Market: \$84,696.57; interest \$13.00

C. of D.'s; \$126,653.44

Motion to approve financial report made by Sandy, seconded by Pam; all in favor.

Motion to approve June minutes made by Kathy, seconded by Jim; all in favor.

Director's report given by Molly Wilkinson - refer to attached June report.

Summer learning program plans have been finalized and the program will last 6 weeks, ending with the end of summer celebration on August 17. STAR Quest runs from July 1 to September 30 where patrons are encouraged to visit and explore all 48 libraries in the STLS. Jim stated this would be a good idea for school children to visit local libraries.

Motion to approve director's report made by Carol, seconded by Jim; all in favor.

Old Business:

- a. Nintendo Switch: Molly reports it has been cataloged, set up and used. They need to finish labeling parts and provide directions on how to set it up;
- b. C of D expiration: Kathy reports the matured C of D money and interest (\$51,653.44) has been renewed for 11 months. Before the next one matures we will need to determine the amount of money needed for future construction so it all may not be rolled over.
- c. Empire Pass Circulation Policy: Molly presented a new policy titled Experience Pass policy that will cover the Empire Pass as well as other passes that may be obtained in the future. It was reviewed and the Board agrees with the policy. Jim made a motion to adopt the policy, seconded by Pam; all in favor.

New Business:

- a. Grant Money: Library received \$3,568.00 from Genevieve New and \$85.00 from Retired Teachers. Jim suggested we recognize Genevieve's continued annual generosity with the purchase of something in her memory and putting up a sign acknowledging it.
- b. New Experience Pass: Molly reports they have ordered this pass for \$120.00 a year. It includes 2 passes, each pass provides free admission for 2 adults and free for children under 18 years at the Rochester Museum of Science Center, Cummings Nature Center

in Naples, Planetarium in Rochester, and Strassenburgh Planetarium. This pass will be covered under the Experience Pass policy.

- c. Internet Service Agreement: Molly reports the monthly cost for fiber internet security will increase to \$100.00 August 1. This coverage is provided by STLS and they manage and maintain coverage.. Motion to approve this internet service agreement made by Kathy, seconded by Carol.

Vote: Jim - Yes, Sandy - Yes; Pam - Yes, Carol - Yes; Kathy -Yes; Barb - Yes
Jim signed the agreement as Board Presiden

- d. Maternity Leave: Molly reports she will work until she delivers her baby, beginning of September. She plans to take 12 weeks PFL and is not sure at this time if she will also take the additional 6 weeks disability leave. Molly reports she is reviewing with staff their duties and will complete necessary paperwork. Jim suggested giving Lauren additional duties, if possible, since her college interest is in libraries and this coverage will look good on her resume.

Trustee Concerns: Sandy commented on the poor lighting in the office behind the desk. Molly will check the budget for available money to improve it.

Motion to adjourn the meeting made by Sandy, seconded by Kathy and so done at 5:17 pm.

Respectively submitted,
Barbara Storms, Secretary