

Cohocton Public Library Board Minutes  
June 17, 2024

Meeting called to order by Vice-President Sandy Shaffer at 4:18 pm.

Present: Molly Wilkinson, Carol VanNorman, Pam Vogt, Barb Storms, Sandy Shaffer

Absent: Jim Feely, Kathy Krivitza

Changes to the agenda: Add Board of Trustee Term.

Financial report. Kathy Krivitza was unable to attend the meeting and sent the financial information prior to the meeting.

May balance: \$96,874.76; no outstanding checks

Paid Family Leave: \$15,295.15

Capital Fund Money Market: \$84,683.57; interest: \$14.38

Motion to approve financial report made by Sandy, seconded by Pam.

Motion to approve the May minutes made by Pam, seconded by Carol.

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

The library held a Mother's day program and had 13 people decorate bikes for Memorial Day.

They had a book display for mental health awareness month. Molly contacted the charter liaison and the documents for our charter have been received and are being reviewed.

Motion to approve director's report made by Sandy, seconded by Barb.

Old Business:

- a. Grant update: The Arts grant has been approved but we have not received the money from the state yet. Molly states patrons will be scheduled for these programs and the library will pay for the supplies. Our account will be reimbursed when money is received from the state.
- b. User Agreement Form/Policy (Nintendo Switch): Molly provided forms to the Board. The console has been received and it needs to be set up.

New Business:

- a. C of D Expiration: The 8 month \$50,000 certificate of deposit matures June 19, 2024. Five Star bank indicated they will continue the 5% rate at either 7 months or 11 months. The Board agrees to renew for 11 months. Kathy will contact Molly for this decision.
- b. Appointment of new page: Gabriella Rosario has completed the paperwork and started as the new page. She will be paid minimum wage for 2-4 hours a week. The Board approves. Curtis was the previous page and no longer works at the library.
- c. Empire Pass Circulation Policy: We have one pass that is good at New York State parks. Molly will create a policy for the use/ replacement of this pass.
- d. Policy Binder Updates: Molly found an old policy binder from 2005. She consulted Brian Hildreth on how to proceed with these old policies. She will update any policies that need to be kept current. Best practice is to review policies every 5 years.

- e. Board of Trustee Term: Barb Storms' Trustee term expires at the end of this month. She is agreeable to another 5 year term, from July 2024 to June 2029.

Vote: Sandy - Yes; Carol - Yes; Pam - Yes; Barb - Yes; all in favor.

Trustee Concerns: None

Motion to adjourn the meeting made by Pam, seconded by Sandy and so done at 4:55 pm.

Respectively submitted,  
Barbara Storms, Secretary