

Cohocton Public Library Board Minutes
August 19, 2024

Meeting called to order by Vice-President Sandy Shaffer at 4:01 pm

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

Absent: Jim Feely

Changes to the agenda: None

Financial report given by Kathy Krivitza.

July balance: \$75,193.71; balance with outstanding checks: \$76,170.98

Paid Family Leave: \$18,295.15

Capital Fund Money Market: \$84,969.57; interest \$15.31

C of D's: \$126,657.84

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

Motion to approve July minutes made by Carol, seconded by Kathy, all in favor.

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

Summer learning provided 12 programs outside of regularly scheduled programs as well as passive programs and they were well accepted.

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

Old Business:

- a. New Experience Pass: Molly reports it has been put into the system and has been used.
- b. Internet Service Agreement: This was signed at the last meeting and became effective this month (August).
- c. Maternity Leave: Molly reports each employee has access to microsoft share point site. This provides their tasks, documents, instructions on their duties for when she is on leave.

New Business:

- a. Key Request: Molly reports Joanne, the cleaning person, is requesting a second key since she may have her other employees clean the library. The library has a contract with Joanne. The Board questioned her need for this and felt it is important to limit the number of keys provided to contractors. Molly will ask Joanne for more information.
- b. ARTS Council Grant: Molly reports the library has received the funds. Two classes have already been held and Molly will present the last class in November. She will hold this class when on maternity leave since her time is paid for by the grant. She reports the application for the first round of grants for next year needs to be submitted in December. She is prepping Donna and Dana on steps needed to submit the grant.

- c. Thinking Money with Kids Grant: This is a financial literacy grant. The kits should arrive soon. Dana will attend the Zoom call in September. Molly will give Dana all information needed to run the program.
- d. Food Pantry Box: The Cohocton Food Pantry has placed an enclosed box outside the library for people to take or leave non-perishable food donations. Guidelines are provided in the box and the food pantry is responsible for the box.

Trustee Concerns: None

Motion to adjourn the meeting made by Kathy, seconded by Carol and so done at 4 :35 pm.

Respectively submitted,
Barbara Storms, Secretary.