

Cohocton Public Library Board Minutes  
December 16, 2024

Meeting called to order by Vice-President Sandy Shaffer at 4:09 pm.

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

Absent: Jim Feely

Changes to the agenda: None

Financial report given by Kathy Krivitza.

November balance: \$203,690.02; balance with outstanding checks: \$203,765.02

Paid Family Leave: \$18,295.15

Capital Fund Money Market: \$84,768.06; interest \$13.47

C of D's: \$130,7454.12

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

Motion to approve November meeting minutes made by Kathy, seconded by Carol; all in favor.

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

The Community Arts grant with the oil painting series has been completed. Santa's Shop will be evaluated after this year's event to see if it should be continued or changed. Grants for next year are being submitted. Molly emailed the state about our charter and has not heard back from them.

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

Old Business:

- a. Community room use/ insurance coverage: Information from the last meeting needs to be put into a policy.
- b. Molly's return from leave: Molly returned to work to complete end of the year reports. Her leave will continue from December 30 - January 18. She will probably work one day a week at home when she returns to work in January. (She is allowed to work 6-8 hours a week at home on administrative duties.)
- c. Use of capital funds: Molly reports she would like to hire a professional to come to the library to see what needs to be done for a fully functioning second floor and develop a concrete plan. She sent an email to Brian Hildreth for names of contacts that other libraries have used.
- d. Sexual Harassment training: Molly reports some Trustees have completed the training. She passed out training packets and forms to sign to the Trustees that have not yet completed the training.

New Business:

- a. 2025 Budget: Molly reports there are no major changes to the budget. Copies were passed out to be reviewed and discussed at the next meeting.
- b. Annual employee evaluations: Molly states she will have evaluations done on her employees by next week. Molly has a blank form for Jim Feely to complete for her evaluation.
- c. Trustee education requirement: Most Trustees have completed this training. She will send training links to the remaining Trustees as well as the form they will need to sign.
- d. New Page: Ava Cartella has been hired as a new page. She attends Wayland Cohocton School. She will work 2-4 hours a week, minimum wage.

Trustee Concerns: none

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

Respectively submitted,  
Barbara Storms, Secretary