

Watkins Glen Library Board of Trustees

Minutes

June 12, 2019

The Watkins Gen Library Board of Trustees met at the public library on June 12, 2019. Present were: Judith Phillips, Stacey Edwards, Anthony Fraboni, Stephen Salino, Duke Argetsinger, Maggie Field

Minutes were approved as read. Motion made to accept by Tony, seconded by Duke. All were in favor.

Treasurer's reports were accepted for March. Duke will inquire why we have not received rents checks from IMRRC. Motion made by Tony to accept, seconded by Maggie. All were in favor.

Director's Report was accepted. Locate revised DVD circulation stats, computer use is consistent. Stephen commented that there is less use of the library when the economy is good. For the 2020 census he is expecting people to come in and use the computer.

There was a discussion regarding smoking on library property. A complaint was received at the school regarding school staff smoking on library property and the school asked us whether we wanted to consider passing a no smoking policy for library property. The library is currently in compliance with New York State laws and library policy. At this time the board agreed that no new policies were necessary.

Employment agreements were reviewed and paid leave discussed. A motion was made by Duke to set the paid leave at three weeks per year for all starting employees, the annual paid leave amount can be increased above three weeks per year for employees with multiple years of service to the library. Discussion: There is no separate sick and vacation time—it is combined leave of three weeks equivalent. So, for example, a part time employee working 16 hours per week would have an annual paid leave of 48 hours per year. Seconded by Maggie. All were in favor.

Discussion of various building upkeep projects and construction aid. Stephen will try to set up a meeting with John Franzese the first week in July to address items from the thermal survey. The brickwork will not receive construction aid because it is not being done for ADA compliance. Stephen will present the project anyway—good practice and good exposure—assuming he can find coverage for the library as Peggy will be on vacation.

The FOWL booksale was a success. Glenda and Sue have announced that they will not run the sale next year. New volunteers are being sought. We need to discuss in the newsletter and try to get The Review and Express to do an article on the sale.

Maggie made a motion to proceed with the RE Kelley proposal for repairing the library entrances brickwork. Work should be spread over two years. Proposal needs to be updated so the motion allows \$36,000 plus 3% escalation to be spent without additional trustee approval. Judy seconded the proposal. All were in favor.

Harassment training was offered post meeting for those trustees needing it.

Meeting adjourned at 4:50pm.

Next meeting is scheduled for July 10, 2019 at 4:15pm.

Minutes submitted by Stacey Edwards, Secretary.