

Watkins Glen Library Board of Trustees

Minutes

March 10, 2021

The Watkins Glen Public Library trustees meeting was convened via Zoom at 4:15 PM on Wednesday, March 10, 2021. Present were Tracy Savard, Maggie Field, Judi Richards, Judy Phillips, Stacey Edwards, Anthony Fraboni.

The minutes of the February 2021 meeting were reviewed. Judi made a motion to approve the minutes, Maggie seconded. All were in favor.

Treasurer's reports were reviewed. The capital project for brick walkways was reflected on expense report but not revenue. There is some confusion about the treasurer's report regarding the capital project. Maggie will talk to Amy, if not resolved we will invite Amy to our April meeting. Stacey made a motion to approve the February Treasurer's report as presented, Judi seconded. All were in favor.

Director's Report is attached. Numbers are down for February but there were three snow days and bad weather. Physical circulation down 8%; appointments down 25%. Things are picking back up. Facebook engagements are up. Alexandra has started a tween book club.

Annual report was reviewed, a motion was made by Stacey to approve the annual report. Judi seconded. All were in favor.

Pandemic Operations plan was reviewed. It was agreed that the "proximate contact" section of the plan would be removed so that the plan follows the STLS template. This does not mean that we cannot make case by case decisions to exceed the requirements in the plan, it was thought best to have the plan align with New York State, CDC and STLS standards. A motion was made by Maggie to approve as amended. Seconded by Tony. All were in favor.

Budget for fiscal year 2021-2022 was presented. Judi made a motion to accept the budget as proposed. Tony seconded. All were in favor.

Budget will be presented to the school board at their April 21 meeting. Tracy will prepare the brochure for the meeting. Public hearing must be held within 14 days of the vote. May 18 is budget vote for the school—need to check if in person or mail in voting this year. May 4 from 3-5pm is the proposed public hearing. It will be held via zoom.

Judi will be running for the open trustee seat. Number of signatures required will need to be clarified.

Stacey reported on the condition of the IMRCC roof. There are many shingles loose and roofing nails that are completely pulled out. Bell & Spina feels that the roof is end of life. There may be a couple of years life remaining in the main library roof but it would be better to replace both roofs at the same time since the library roof is close to end of life. Tracy will further investigate construction aid.

Rotary Foundation Grant for new hot spots was Nancy Laughlin and Judy Phillips idea that they are working on.

National Library Week is coming up when the school is on spring break.

Meeting adjourned at 5:10pm.

Next meeting is scheduled for Wednesday, April 14 at 4:15pm.

Minutes submitted by Stacey Edwards, Secretary.