

Minutes for Southworth Library Board Meeting June 12, 2020: Virtual ZOOM Platform meeting

The Minutes for the Quarterly Board meeting for the Southworth Library June 12, 2020 using the ZOOM Meeting virtual platform

Present:

- Mary Ellen Rumsey, President
- Ron Denniston, ABSENT
- Michael Lane
- Bambi Avery
- Les Cleland
- Randall Stewart
- Kathy Perkins
- Diane Pamel – Library Director

Meeting called to order at 4:01 p.m.

Minutes

January 20, 2020:

- Randall Stewart notes that the minutes need to include the Fundraising Committee appointment: Randall Stewart, MaryEllen Rumsey and Kathleen Perkins
- Michael Lane moves to approve amended minutes, Bambi Avery seconds and all vote in favor

May 18, 2020:

- It is noted that the minutes need to show that on April 13, the Board voted to give Michael Lane authorization to submit a PPP Loan Application to the First National Bank of Dryden
- Randall Stewart moves to approve amended minutes, Kathleen Perkins seconds and all vote in favor

Financial Report & Discussion

- Resolved: That the Trustees of Southworth Library Association approve moving forward with opening library services curbside June 15, 2020, as presented by the Library Director at a ZOOM meeting, May 18, 2020. All vote in favor.
- Michael Lane moves to ratify actions taken for resolutions by polling the Board members through email and phone during the closing of Public meetings through governor's orders. Bambi Avery seconds and all approve.
- On May 30th, the board agreed to move certain funds to a CD held by the Groton Bank in order to move funds into an insured CD.
- The 990 Draft submitted by Engels Accounting is approved and ready for signatures and will be submitted by the July 15 deadline.
- Tompkins County funding has been amended to reflect a reduction of \$2198.50 for the third quarter. Michael Lane moves to agree to the amendment to the county contract, Les Cleland seconds and all approve.
- The agreement with the Village of Dryden has been set as \$8000 for the period of April 1 2020 to March 31, 2021.
- The PPP Loan of \$22,900 was received on April 21. The loan period will end June 16 and the loan forgiveness application will be completed before the July 7 deadline
- Les Cleland recommends using the interest earnings from the Bailey Fund of up to \$5700 to pay for extra cleaning services required due to the coronavirus pandemic
- Discussion about the PPP loan occurred during March. The loan was approved for 8 weeks pay

Minutes for Southworth Library Board Meeting June 12, 2020: Virtual ZOOM Platform meeting

- It is agreed to hold the money from the rental income from Library Street until the cost estimate for the new boiler needed is available. Les Cleland moves to table the conversation about the boiler replacement and fund transfer until the estimated cost is available. Randall Stewart seconds and all vote in favor.

Building Committee Reports

8 Library Street Property

Plans for the proposed outdoor renovations to the property including the driveway paving and expansion, roof work, tree removal, hedge removal are discussed. Michael Lane notes that driveway decisions were deferred at the last meeting. The estimate received was for \$19,460 in July of 2019. Randall Stewart would like to advise Jim Lane to get a second estimate. Les Cleland advises that costs for the 8 Library Street improvements should come from CD's not the operating funds and that we should develop a reserve fund for rental property costs. Michael Lane advises waiting to get another quote or estimate until we are ready to proceed and Les Cleland would like clarification for where the funds for substantial improvements come from.

- Schickel Construction has repaired concrete with the exception of one of the stairs/railings. MaryEllen Rumsey will verify when the work will be completed and what has been done, including roof repairs suggested by Hale Roofing.
- Kathleen Perkins has investigated storage sheds, including HomeDepot grants, which are no longer available. Randall Stewart requests to table the conversation about the shed until another date.
- The lighting upgrade from the energy efficiency survey is put on hold. It is noted that the cost of \$9000, of which NYSERDA will pay 30%, provides a payback of 5 years (with 0% interest)

OTHER:

- Mary Ellen Rumsey will pursue hanging the pictures from the Bailey estate.
- The next meeting is set for Monday July 20, 2020 at 7:15 at the library.
- Kathleen Perkins moves to adjourn the meeting. Randall Stewart seconds and all approve
- The meeting ends at 5:25 pm