

Minutes for Southworth Library Board Meeting October 19, 2020 meeting

The Minutes for the Quarterly Board meeting for the Southworth Library October 19, 2020 –held as a virtual meeting through ZOOM

Present:

- Mary Ellen Rumsey, President
- Ron Denniston
- Bambi Avery
- Les Cleland
- Randall Stewart
- Kathy Perkins
- MaryJane Neff, Bookkeeper
- Diane Pamel – Library Director

Excused

- Michael Lane

Meeting called to order at 7:03 p.m.

Minutes

- July 20, 2020- Randall Stewart moves to accept the minutes. Bambi Avery seconds and all approve.

Financial Report & Discussion

- SBA-PPP Loan Forgiveness has not yet been verified.
- Discussions on restricted vs. unrestricted donations, investments, balances and mortgage funds
- Discussion of 8 Library Street Financial report noting that funds required for the boiler repair have been set aside from rental income.
- It is agreed to keep the fundraising expenses as a line item in the operating budget.
- Ron Denniston moves to accept the financial report with some minor corrections, Randall Stewart seconds and all vote in favor
- MaryJane Neff is excused at 7:56 pm

Library Operations- Library Director

- The library has been open since August 3 by appointment and in general since August 15.
- Our hours have been reduced to 29 hours a week to accommodate public and staff needs and we are still providing curbside services
- Director notes circulation statistics.
- New employment policies for exempt and non-exempt employees are submitted for approval to reflect paid sick leave as mandated by New York State. Kathy Perkins moves to approve the amended policies, Bambi Avery seconds and all vote in favor.

OTHER:

- The roofing repair work was completed in March 2019 and inspected in August. It is agreed to continue to have the drains cleaned with another cleaning in mid-November after the leaves have all come down.
- Brian Clapper from BC solutions will be contacted to repair the dehumidifier, replace the Chandelier light and hang the Bailey pictures. MaryEllen Rumsey will oversee the picture project.
- The lighting replacement project with NYSEG is awaiting scheduling. The cost is \$10,000 with NYSEG covering \$6600, funds from the Community Solar donation to cover \$3900 and the remainder to come from the library operating funds.
- MaryEllen notes that she attended the FLLS Annual Meeting on Friday, October 16, 2020 to represent the Southworth Library as a voting member.

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- The fund drive will contact confirmed donors only.
- The camera surveillance system requires repair and updating. The estimate from Ohm Electronics is for ~\$1500. This includes replacing outdoor cameras. Randall Stewart moves to approve the purchase with additional outside cameras, Kathy Perkins seconds and all vote in favor.
- The 2021 budget meeting is set for Monday November 16 at 7 pm via ZOOM.
- Les Cleland moves to adjourn the meeting at 8:40. Randall Stewart seconds and all approve
- The meeting ends at 8:40 pm