

Old Forge Library
Board of Trustees
January meeting: January 13, 2022

Present:

Kate Bartlet, Dave Berkstresser, Judy Ehrensbeck, Jennifer Hartsig (zoom), Kelly Hunkins, Mona Lincoln, Liz Lorentzsen, Linda Martin, Joseph Rintrona (zoom), Kathy Rivet, and Linda Weal

Absent:

Meeting called to order:

5:35 PM by Kelly Hunkins

Approval of minutes from last meeting:

Motion made by Kathy Rivet
Seconded by Kate Bartlet
Approved with one correction

Approval of treasurer's report:

Motion made by Liz Lorentzsen
Seconded by Linda Martin
Approved and entered into the minutes

Director's report:

- Zoom crafts have been going well with another round to begin in February.
- Monday book group continues to meet via zoom with a few members joining from out of state.
- Wishlist orders are complete and staff is working on bookplates and thank you notes.
- The Poetry and Art contest has been announced and we will be accepting entries until January 21st
- First display on the “special features” case is the most circulated titles from 2021. Next will be Pulitzer Prize winners.
- The Canva program has been very helpful with publicity and advertising. Linda and Beth continue to learn more about it with each use.
- Linda is considering applying for Humanities NY grant for an upcycled fashion show this spring/summer
- The Friends are looking into purchasing fireproof materials that will help with the preservation of important materials and documents, and with the and organization of all documents. They also have received tote bags that will be sold as a fundraiser.

Old Business:

- A sub-committee of the Finance Committee met on January 6th to review passwords and accessibility with Paypal.
- LEDs have been installed throughout the building.
- The final measurements for the window installation were taken and work should begin in May.
- The measurements for the installation have been taken and we are waiting for an installation date.
- The utilities survey is complete, so garden improvements may begin.
- Still waiting to hear back from the electrician regarding the two issues. May look into contacting a different electrician if we don't hear soon.
- The AED has been ordered and should be shipped by the end of January.
- Linda received a concept drawing for the garden that shows new plantings and pathways with

pavers. Linda has shared this with Lori and Al. She has requested a meeting of the all interested parties to be sure that everyone has the same vision, so we can maintain the integrity of the current garden while making necessary improvements.

- Still waiting to hear back from the sheetrock contractor regarding the ceiling in the apartment. Kathy will reach out to him again.

New business:

- The Board welcomed Linda Martin as Trustee to finish Mary Ellen Denio's term which will expire in 2023.
- All Board members need the Sexual Harassment Prevention Training. Dates set aside are February 17th and 22nd. If you have received training through your employer or another source, the Library needs to know the date for our records.
- There will be meeting hosted by the library in the coming weeks to discuss the current health and welfare services provided by the town, and what is lacking. Several agencies will be invited, and information will be shared with the public.
- Linda will apply to Cloudsplitter Foundation to see if we can get a grant for the remainder of the funds needed to cover the windows and insulation (just under \$18,000).
- Mona presented a draft budget that was reviewed by the Board. After much discussion, a motion was made by Mona Lincoln, seconded by Judy Ehrensbeck, to make the following payroll increases for the current staff: Director (8% with a \$5000 stipend for health insurance), Front desk Staff (6%), Cleaning Staff (6%), and Maintenance Staff (3%). The motion passed unanimously.
- The Nominating Committee brought forth Meaghan Foley to finish out Kirsten Down's term. Meaghan will join the Board in February.
- Kate Bartlet made a motion, seconded by Dave Berkstresser, to change a Trustee's term from 5 years to 3 years. The motion passed with a unanimous vote. This change in the bylaws will take effect at the Annual Meeting where two Trustees will be appointed.

Adjournment at 7:40 PM:

Motion made by Mona Lincoln
Seconded by Kathy Rivet
Approved

Next meeting:

February 10, 2022 immediately following the Annual Meeting, which will begin at 5:30 PM

Respectfully submitted,

Judy Ehrensbeck
Recording Secretary
January 10, 2022