

Old Forge Library
Board of Trustees
February meeting: February 9, 2023

Present: Kate Bartlet, Dave Berkstresser, Judy Ehrensbeck, Kelly Hunkins, Mona Lincoln, Linda Martin, Reed Proper, Kathy Rivet, Sarah Terpening (via Zoom), and Linda Weal

Absent: Liz Lorentzen and Joe Rintrona

Call to order: 6:20 PM by Kelly Hunkins

Approval of minutes from last meeting:

Motion made by Dave Berkstresser
Seconded by Reed Proper
Approved

Approval of treasurer's report:

Motion made by Kate Batlet
Seconded by Dave Berkstresser
Approved and entered into minutes

Director's Report:

- Books for the Wish List have been ordered, and staff will work on sending thank yous and acknowledgements, inserting bookplates, and shelving books.
- We have finished the children's book weeding. Planning to work on adult fiction next.
- Scheduling for spring and summer is nearly done, should have things set for Spring Bookmark
- Linda is now serving on the CNY Arts Panel.
- Have started receiving entries for the Poetry and Art reception. The Friends will host the reception again this year. There will likely be fewer entries this year, but we have received a fair number of art and poetry entries.
- Weekly checklist performed by Jon Paul Duguay, and much is getting done to improve the building and make minor repairs.

Old Business:

- We are continuing the preparation for the floor installation in the main library on March 14-24, 2023. This will include a temporary (for now) movement of the circulation desk. We will need lots of volunteers to move books and get things ready.
- Randy Acee has offered to draw up plans for the replacement/repair of the back stoop which we will include in a future Construction Grant application, once we give him an idea of what we want. We will consider converting the space to include an inside entrance to the basement and storage space to replace the current shed which will be repurposed in the garden project.
- John Humphrey will provide a quote for the electrical portion of the automatic handicap entrance for the library. This will be combined with the quote from the Stanley Company for the door, and we will include this in the application for the next Construction Grant.
- We have yet to schedule the installation of the new security system, but this should be done before the spring.
- The Board continued the discussion regarding the current cleaning service. They had sent an email to Linda stating their concern with the new flooring and anticipated an increase in the time needed to clean the library each week. This increase would increase the library's cleaning costs by \$4000-\$8000 for the year. After much discussion, it was agreed that Linda would contact the service and explain that we have

budgeted for the original contract price, and cannot approve an increase in that line of the budget. Linda will convey their response to the Board.

- While the approved 2023 budget reflects the addition of a maintenance person to do the lawn mowing, maintaining the garden, and other needs that may arise, we did not discuss the hiring of such a position. The Board will continue to discuss this at a future meeting.
- Linda shared information regarding the mandatory Board of Trustees training that each Board member must have each year. Mid-York will offer several zoom presentations that will meet the requirement.
- Linda applied for the \$25,000 NYSCA Capital Project grant to assist with the cost of installing the garden paths.

New Business:

- Linda will apply for a \$5000 LPCA Audience Building Grant (as will VIEW) to help offset the cost of bringing Robin Hill Kimmerer to the Community Reads project.
- Linda is planning to apply for the Community Foundation Education/Health Sciences grant that could provide \$2500 to bring in a presenter.

Adjournment at 7:10 PM:

Motion made by Mona Lincoln
Seconded by Dave Berkstresser
Approved

Next meeting:

March 9, 2023 at 5:30 PM

Respectfully submitted,

Judy Ehrensbeck
Recording Secretary
February 9, 2023