

Haxton Memorial Library
Board of Trustees Meeting
November 17, 2021

PRESENT: Kim Gibson, Carol D'Alba, Denise Dimatteo, Jessica Baker, Carol Glor (representing Town of Oakfield)

Meeting called to order at 6:30 pm

APPROVAL OF SECRETARY'S REPORT:

Motion by Denise Dimatteo with second by Jessica Baker to approve October 13, 2021 minutes. All in favor. Motion carried.

TREASURER'S REPORT: October month end report shows \$65,501.01 in checking. \$84,455.71 in savings. Motion by Denise Dimatteo with second by Jessica Baker to approve October report. All in favor. Motion carried.

Bills for November total \$2,023.69 (corrected from \$2727.17, extra payment to Baker and Taylor applied to account credit). Motion by Jessica Baker with second by Denise Dimatteo to pay November bills. All in favor. Motion carried.

MANAGER'S REPORT: As submitted by Kim Gibson, Library Manager, and on file at the library office. The report highlights attendance for programs throughout the month and various meetings attended in support of the library.

OLD BUSINESS

- AT&T PHONE LINE: Kim Gibson set up a new phone account for \$21.27/month with a one time start up charge of \$38.
- ADDITIONAL COUNTY FUNDING: The library will receive ~ \$4000 plus an additional \$2000 from the county for the 2022 year.
- CLEANING POSITION: Kim Gibson, Vicky Carroll and Amy Joslyn will divide the cleaning duties. The cleaning stipend will be divided between the 3 of them each quarter. Kim Gibson will check with Joanne Amon on how to distribute this money (separate check?).
- 2022 BUDGET: Take the fund balance (~\$6000) and apply as a credit to the book line. This will bring the budget from \$109,700 to \$103,700. Kim Gibson will finalize the budget and present for approval next month.
- FFRPL TUMMONDS FUND (PAPER SIGNED): Friends and Foundation of Rochester Public Library (FFRPL) is giving Haxton Library a \$1,802.37 grant for purchase of circulation materials. Carol D'Alba needs to sign for the funds. Haxton Library agrees to use this money for specific materials, keep track of how the money is spent, and post no publicity of this grant.

- ALABAMA: Carol D'Alba spoke with the town of Alabama about providing the library with the same amount of money as last year. Alabama residents make up ~ 10% of Haxton library's circulation. Carol will follow up with the town about funds.

NEW BUSINESS

- LIBRARY TREE: This year's tree theme is Pete the Cat.
- CHRISTMAS IN THE PARK: The library will remain open to 1 pm this day. Movies, games and crafts will be available for patrons. Jessica Baker will make 50 ornaments for the library to pass out as part of the ornament walk.
- NYLA CONFERENCE: Kim Gibson attended November 4-5. She went to 6 workshops and attended the author banquet.
- RE-CHARTER UPDATE: Lisa Erikson will work with Kim Gibson on Kim's variance for the vote. They will meet December 3. Tom Bindeman is very supportive of Kim Gibson to people at the state level. They will work on Kim's credentials at their meeting.
- SEXUAL HARASSMENT TRAINING: A date will be chosen for early December.

NEXT MEETING: December 8 @ 6:30 pm.

Meeting adjourned at 7:33 pm.