

BLODGETT MEMORIAL LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING – October 14, 2020

Trustees Present

- James Miccio
- Janice Ballard
- Anthony Ruggiero- Phone In
- Vincent Sullivan- Phone In
- Beth Allee
- Laura Wolfe
- Joan Gambeski- Phone In

Staff Present

- Julie Spann, Director
- Joanna Aquafredda, Office Manager

Other Guests

I) President James Miccio called the meeting to order at 6:35 p.m.

II) Approval of October 2020 Minutes

- The Minutes were reviewed with no changes made.
- A motion to approve the October minutes was made by Janice, seconded by Beth and unanimously approved.

III) Presidents Report

- Nothing to report

IV) Financial Report

- The October warrant was presented in the amount of \$17,942.90.
- The charges made to Johnson Controls were for our fire extinguisher.
- The Bank of America credit card was paid using the reward points.
- Johnson controls was paid twice, Joanna will check exactly what the two charges were because she did not have the stubs in front of her.
- All other bills are normal activity.
- A motion to approve the warrant pending an explanation of the Johnson Controls charges was made by Janice, seconded by Laura and unanimously approved.
- A motion to approve all financial reports was made by Janice, seconded by Laura and unanimously approved.

V) Directors Report

- Old Business
  - (I) Vote:
- New Business
  - ◆ Lisa's Resignation
    - (I) We will be continuing the already established programs but we may need to scale back depending on COVID-19
      - (a) The crafts the go is a big success and we will continue.
    - (II) Children's programming is essential and will help save a connection with the public virtually. There will be some virtual programs but that's not what kids/parents want since school is all virtual as well.
    - (III) Within the next 5 years we will look to hire someone to fill Lisa's position. We will need to see what the future holds.

- ◆ Fence on our property
  - (I) The white fence on the side of our property is actually the Library's. We always thought it was the neighbors but due to a recent survey it is not. It is the library's responsibility. It will be left alone until it needs fixing then will be addressed then.
- ◆ Minimum Hours Standards/Variance possibility-
  - (I) Blodgett based on population needs to maintain an average of 35 hours a week open. We will not meet that due to the time shut down because of COVID-19. We will need to file a variance.
  - (II) This standard does not take into consideration the shutdown.
  - (III) Mid-Hudson is working on this standard because every library in the district will have to file this variance.
  - (IV) We will need talking points from Mid-Hudson and we will reach out to a representative to get the standard removed. NYLA should provide a letter we can send to the Governor.
- ◆ Committees/Meetings/Closing 2021 dates
  - (I) Board meetings will be on the 2<sup>nd</sup> Wednesday of every month.
  - (II) Holidays-No longer open on Sundays
  - (III) Committees will meet quarterly and the week of the board meetings. We did combine and consolidate some board meetings.
  - (IV) A motion to approve all meeting dates in 2021 was made by Beth, seconded by Vincent and unanimously approved.
- ◆ Camera system for outside
  - (I) Julie would like to look into getting an updated camera system. There are blind spots within the library that we need covered, we need outside coverage due to curbside, the porch, side and back need to be covered.
    - (a) Curbside will stop at 4 so the staff isn't going outside in the dark.
    - (b) People do feel safer with cameras.

#### VI) Other:

- ◆ In the December meeting we will need to go through finances and move some funds around from line items that went over
- ◆ PTO- we will take away holiday pay.
  - (I) Prorated to calendar year to 12/31 date for newly hired employees.
  - (II) Not paying time and half on Sundays.
  - (III) Time donation
- ◆ Legislation
  - (I) Can we change our legislation to Bond ourselves

#### VII) Committee Reports

Personnel – Janice, Anthony: Nothing to report

Buildings and Grounds/Technology- Bill T. Janice, Elizabeth: No Report

PR/Sustainability/Long Range- Vince, Joan: No Report

Financial/Budget/Vote- Janice, Anthony, and Bill: No report

Liaison to Friends- Beth:

- Jan stepped down.
- Elissa Delfico sent a letter expressing valid concerns that the appeal letter asks for donations to fix the library and nothing gets done. We were holding off on painting and

carpeting until the elevator was completed. Since the elevator is on hold we will go ahead with painting and carpeting.

- We need to continue with appeal letter and cannot take a break but explain our situation.
- Joanna will begin to get painting and carpeting quotes. We will get a quote floor by floor and combined with prevailing wage.
- The letter can be more vague not specific that way we can tailor it to our needs if they change.
- Joanna will look into bulk mail as well and the post office for a non profit rate.

Fundraising Committee- Anthony, Joan, Beth: No Report.

VIII) No public input.

IX) Adjournment-

A motion to adjourn the meeting at 8:02pm was made by Janice, seconded by Beth and unanimously approved.