

Philmont Public Library
101 Main Street
Philmont, NY 12565

April 1, 2020

The regular April meeting of the Philmont Public Library Board of Trustees, held via Zoom teleconference (meeting ID #494866454, transcribed) was called to order at 2:00 PM by President Faith Benson. Also present were Vice President Dave Bolevice, Secretary Rain Whittaker, Chief Financial Officer Jason Kenny, Director Tobi Farley, Village Liaison Barbara Sagal, and Members Nat Drake and Mindy Gardner.

Visitors in Attendance: None

Public Comment: None

Minutes: A **MOTION** to accept the March 2020 minutes without change was made by Bolevice, seconded by Drake, and unanimously approved.

Correspondence (Whittaker):

1. The notification for this meeting was emailed to the newspapers.
2. Whittaker formally resigned as Secretary to the Philmont Public Library Board of Trustees. She will remain a Member. Gardner made a **MOTION** to accept Whittaker's resignation, seconded by Bolevice, and was unanimously approved.
3. A **MOTION** to nominate Mindy Gardner as the new Secretary to the Philmont Public Library Board of Trustees, effective immediately, was made by Benson. Bolevice seconded the motion. Unanimously approved.

President's Report (Benson):

1. A Policy Committee meeting was held 3/11/20
2. A meeting was set up for 3/27/20 between Tanya Jackson, Tobi Farley, and herself but postponed because of the coronavirus.
3. Benson updated the Contact List, which will be sent after April changes in Board officers
4. Benson recruited four additional Friends members.
5. Benson has reached out to P-CAN about keeping in touch with and supporting the community during this crisis.
6. Benson researched and wrote the Pandemic Preparedness Policy.

Financial Report (Kenny):

1. Kenny reported minimal activity. We have a \$646 donation, and \$450 from the poster project grant. The Library's Operating Fund currently totals \$44,359.81
2. Farley reported that the village clerk has a new assistant.
3. As Whittaker will be taking over the Financial Officer role, Kenny will meet with Whittaker via teleconference to help with the transition. Kenny will stay on another month and formally resign at the regular May 2020 meeting.

Village Liaison Report (Sagal):

1. The village has asked the county to step in and help the clerk(s) with their workload.

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Library Director's Report (Farley):

Topics discussed included:

1. A village-wide scavenger hunt.
2. Potential seed library.
3. A compost project.
4. Library WiFi access from the parking lot.
5. Census 2020.
6. Claverack Library's outreach to potentially vulnerable members.
7. Increased visitor traffic on Facebook.
8. Possibility of a slideshow widget on the website.

Artistic Events Committee Report: Benson declared that the volunteer curator policy needs to be updated so that the art committee would nominate the volunteer curators, and then the director would approve. Drake agreed to make the change.

Building Committee Report: Bolevice reported that work is progressing on prepping and painting the cultural center.

Policy Committee Report:

1. After discussion, a **MOTION** to accept the Pandemic Preparedness Plan without change was made by Bolevice, seconded by Whittaker, and unanimously approved.
2. Benson discussed needed changes the Cultural Center Policy and Appendix A.
3. After discussion, Bolevice made a **MOTION** to accept the revised form of Appendix B, seconded by Drake, and unanimously approved.

Old Business

Benson suggested we set up committee meetings through email.

Benson requested that the Board members keep recruiting members of the Friends of the Library.

A **MOTION** to adjourn was made by Whittaker, seconded by Benson, and unanimously approved at 3:00 PM.

The next library board meeting will be held on May 6, 2020. Time to be determined.
