

Philmont Public Library
101 Main Street
Philmont, NY 12565

November 4, 2020

The regular November meeting of the Philmont Public Library Board of Trustees, held via Zoom teleconference (meeting ID #982 6422 5933, recorded) was called to order at 7:11 PM by President Faith Benson. Also present were Chief Financial Officer Dave Bolevice, Secretary Mindy Gardner, Director Tobi Farley, Member Nat Drake, and Village Liaison Representative Debra Gitterman.

Visitors in Attendance: Barbara Sagal

Public Comment: Sagal: "Thank you for inviting me to the Board. I look forward to casting my vote on things."

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

Correspondence (Gardner):

1. A letter was sent to the Philmont Clerk notifying the Village of the recent changes to the Library Board of Trustees.
2. A welcome note was sent our new liaison, Debra Gitterman
3. Note of gratitude for their years of service were sent to Rain Whittaker and Barbara Sagal.

President's Report (Benson):

1. Arranged with Amelia Toelke, an artist who teaches sculpture in New Paltz and has exhibited throughout the US, a project for children/teens/adults to use kits to make sashes celebrating women's right to vote (the 19th Amendment) – to be displayed at Hobart and William Smith College <https://www.wornexhibition.com/home/sash-memorial>. The first 12 kits have been taken by patrons.
2. Hosted the Meeting of the Coalition of Community Partners with Tobi. The Coalition has shrunk to a smaller, yet very active, group that shares ideas and event calendars. The intent is to now reach out to individuals, as it started out just being promoted to organizations.
3. Followed up on the Library's liability for personal and property harm with
 - Village lawyer Rob Fitzsimmons
 - Village insurance representative Rich Nesbit at Johnny Walker Insurance Co., Chatham
 - MHLS Coordinator for Library Sustainability Casey Conlin
 - Village Clerk Carol Pickens
2. Recruited Barbara Sagal to become a Library Trustee

A **MOTION** that Barbara Sagal (nominated as a Library Trustee at the regular October meeting) be made a Trustee effective immediately, was made by Drake, seconded by Bolevice, and unanimously approved. Faith appointed Sagal Vice President of the Philmont Library Board of Trustees, effective immediately.

Financial Report (Bolevice):

Bolevice reported that he created a new Gmail account intended solely for Library financial correspondence: PHL.Financials@gmail.com

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Financial reports and spreadsheets are in for September and October, and Bolevice plans to have everything reconciled with the library's financial spreadsheets by the next meeting. May/June numbers have yet to come in from the Village.

Village Liaison Report (Gitterman):

All department heads are invited to come to the December 2020 Village Board Workshop to present their "2021 wishlist" of everything for which financial support from the village is desired. We expect big cuts for every municipality next year because of Covid-19. The intent is to create a budget that is responsive to actual needs.

Library Director's Report (Farley):

Farley referred to her monthly report, which will be more comprehensive going forward. Farley particularly emphasized Item #8, the census projects. The Claverack and Philmont Libraries collaborated on census projects like the poster project (also with Katie Cashen and Robin Andrews) and the results were impressive. According to a census representative, Philmont's increase in the self-response rate from 2010 was the highest she had seen among 3 counties.

Artistic Events Committee Report:

Drake reported that an Oct 21st Zoom meeting was held with Steve Wildermuth of the photo group that has asked to have their photo exhibit at the library. All agreed to push the show to the beginning of January. The tentative plan is to present the show opening via YouTube livestream. Folks can view it during normal visiting hours to the library.

Policy Committee Report:

There was general discussion about whether the Library should adopt part of the Village Facility Use Requirements and apply it to Appendix B of our policies. Benson to follow up about specific concerns regarding background checks, what an individual's home insurance covers, and whether a staff member present changes the requirements.

The next Policy Committee meeting was tentatively set for 11:30 AM on November 18th.

A **MOTION** to adjourn was made by Bolevice, seconded by Drake, and unanimously approved at 8:35 PM.

The next library board meeting will be held on December 2, 2020 at 7:00 PM.

ACTION LIST

Benson - Follow up with Mr. Nesbitt (insurance agent); Follow up with Officer Doyle

Gardner - Send the meeting notice to *The Independent*; Notify the Village Clerk of Sagal's appointment as Vice President.

Sagal - Sign the ledger in the village office within the next 30 days.