

Philmont Public Library
101 Main Street
Philmont, NY 12565

July 5, 2018

The regular July meeting of the Philmont Library Board of Trustees was called to order at 7:07 PM by President Nathaniel Drake. Also present were Vice President Dave Bolevice, Treasurer Jason Kenny, Daniel Starr, and Director Tobi Farley.

A MOTION to accept the June 2018 minutes was made by Starr, seconded by Kenny and unanimously approved.

The Treasurer's Report was presented by Kenny. The Library's Operating Fund currently totals \$46,924.09. Discussion included:

- 1) Discussed the MHCable bill, a monthly charge for one internet line, a second line is \$5.00 per month or a one-time charge of \$60.00 per year.
- 2) Asked the village clerk for a copy of the Library's bank statement.

The Director's Report was presented by Farley. Topics discussed included:

- 1) Light over the picnic table was fixed and is now not on all the time.
- 2) The Village had the large tree at the end of the parking lot taken down and the stump removed to ground level.
- 3) The Summer Reading Program, Libraries Rock, is led by Hudson teacher Alicia McCagg. Each book read earns a rock for the reader child or adult.
- 4) The Junk Band program with 10 or 11 children registered will be held July 9-13.
- 5) The Summer Reading Finale will be held at the Claverack Town Park with Philmont and Claverack Libraries jointly sponsoring a square dance that will be open to the public.
- 6) Columbia County Children's Foundation awarded a \$1000 grant for museum passes. Some passes have gone up: Olana from \$50 to \$100, MassMOCA from \$150 to \$250.
- 7) A donation from J&H Kromer of \$500 in memory of his wife for large print books.
- 8) Discussed circulation: checkouts, check-ins, renewals, and OverDrive (e-books and e-audio books). Holds indicate staff helping patrons to reserve books. Discussed the decrease in circulation between 2017 and 2018 due to large family moving and three adults dying. Other libraries showing similar drops in circulation, Drake requested numbers from other libraries for study.

- 9) The director will be applying for a grant to have all computers the same in the library. This will allow all computers to have the same operating system and software. Will need to apply for the grant through the Friends' 501c3.
- 10) A Petty Cash balance of \$48.79

Old Business:

- 1) The Memorandum of Understanding between the Library and Friends of the Library, Drake has been in touch with Karen and Linda but have yet to meet.
- 2) Reviewed EMERGENCIES policy with only a change in INCIDENT RESPONSE (first sentence) to read "For crimes in progress or an immediate emergency, staff shall call 911." Moved to accept as modified by Bolevice, seconded by Starr, and unanimously approved.
- 3) Reviewed DATES OF MEETINGS policy Starr moved to accept as written, seconded by Drake, and unanimously approved.

New Business:

- 1) Columbia County budget meeting July 24th at 5:00 PM in Hudson. Board members were encouraged to attend.
- 2) Libraries table at Columbia County fair Friday August 31st to be staffed by Philmont Library 9:30 AM to 3:30 PM. Director to be present for entire time. Drake will be present 9:30 AM to 12:30 PM; Bolevice will be present from 12:30 to 3:30 PM.

A MOTION to adjourn was made by Bolevice, seconded by Starr, and unanimously approved at 8:04 PM.

The next meeting of the Library Board will be held at 7:00 on Wednesday, September 5, 2018.

Respectfully submitted,

Dave Bolevice, Vice President