

Philmont Public Library  
101 Main Street  
Philmont, NY 12565

## **January 6, 2021**

The regular January meeting of the Philmont Public Library Board of Trustees, held via Zoom teleconference (meeting ID #982 6422 5933, recorded) was called to order at 7:07 PM by President Faith Benson. Also present were Vice President Barbara Sagal, Chief Financial Officer Dave Bolevice, Secretary Mindy Gardner, Director Tobi Farley, Member Nat Drake, and Village Liaison Representative Debra Gitterman.

Visitors in Attendance: None

Public Comment: None

Minutes: A **MOTION** to accept the December 2020 minutes was made by Sagal, seconded by Drake, and unanimously approved.

Correspondence (Gardner): None

President's Report (Benson):

Questions for Mr. Rich Nesbitt, the Village's insurance agent at Johnny Walker Insurance Co., remain unanswered.

Benson spoke with Lauren Schneider regarding accepting donations for the Free Fare at the library as a second location. The Library Board agreed this was a good idea.

A fundraising letter for the building fund went out to Philmont residents with the water bill.

Financial Report (Bolevice):

Bolevice reported that he had no statements to share but we are on track with budgeted expenses vs. actual expenses. Farley confirmed that we have spent very little in the past 6 months.

Village Liaison Report (Gitterman):

Village meetings are currently via Zoom. If you want to speak, email [clerk@philmont.org](mailto:clerk@philmont.org) before the Village Office closes that day. The Zoom link will be found under the Board Meeting Minutes page on Philmont.org as the meeting date approaches.

The Climate Smart Community Taskforce will be forming at the next Village meeting for the purpose of applying for grants. Please spread the word. Anyone interested can email the Village Clerk, Tom Paino (owner of the first retrofitted net zero energy house in Columbia County) or myself (Gitterman).

Library Director's Report (Farley):

1. Soup Sales start next week
2. A new website revamp is scheduled for 2021. Anyone who wants to have input on the new design is welcome to assist.
3. A committee of Columbia County library directors is meeting to figure out how to allocate and implement the \$50,000 county grant for museum passes. The grant will be spread out over several years.

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4. At home learning kits update: FDR Museum is doing 5 (WWII, Great Depression, Civics, Eleanor Roosevelt, Franklin D. Roosevelt). Ranger Dawn Olsen is putting together a kit from the Van Buren State Park and Museum.
5. Reader's Theater: New Lebanon library is doing most of the planning. A fun suggestion might be to do old time radio advertisements. Benson expressed interest in getting involved.
6. We will continue the Hoopla online service for 2021. Hoopla has audio books, e-books and music. Look for "Claverack Libraries" to log in.

Benson congratulated Farley on becoming the new Vice Chair of the Columbia County Library Association.

Building Committee Report:

Gardner reported that the GoFundMe campaign to fundraise for the foundation repair project is live. We already have several donations. Each Board member should promote it within their social media orbits.

Gardner offered to post it to the Philmont Neighbors email message board.

Policy Committee Report:

Gardner made a **MOTION** to remove the 2<sup>nd</sup> sentence in Procedure 3 of the Pandemic Protocol. This was seconded by Bolevice and unanimously approved. Procedure 3 will now read, in its entirety, "Provide materials and instruction for employees to work from home, or to work in the Library without patrons present."

A **MOTION** to amend the Telecommuting section of the Pandemic Protocol from

"The employees must come to the Library or training/meeting site for any operational needs as determined by the Director."

to

"The employees must either come to the Library or training/meeting site or attend on-line virtual meetings for any operational needs as determined by the Director."

was made by Sagal, seconded by Drake, and unanimously approved.

A **MOTION** to amend the Emergency Sick Leave section of the Pandemic Protocol from

"In the case of employees of the Philmont Public Library (Library) needing sick leave during which time they are unable to fulfill their Library's assigned duties because of COVID-19, they shall be paid in accordance with the Federal law entitled the Families First Coronavirus Response (FFCRA), which applies from April 1, 2020 through December 31, 2020."

to

"As a municipal library, the Philmont Public Library does not supply its employees with sick leave, congruent with the Village of Philmont policy."

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was made by Sagal, seconded by Benson, and unanimously approved.

A **MOTION** that the Board accept the New York State Guidelines for a Pandemic Response Plan as written and discussed was made by Gardner, seconded by Drake, and unanimously approved.

Art Committee Report (Drake):

Met with Steve Wildermuth on December 31, 2020. The opening will be Saturday, February 13, 2021. There will be 10-12 people in attendance, with 1-3 works per person.

We still need to evaluate possible hook and line options for hanging 2 or 3 pictures on same wire cable.

Bolevic offered to investigate whether Lowe's has spools of braided wire cable that can be tied to hooks and cut to length.

Farley offered to ask The Claverack Library what they use.

Victor Milin has stepped down from the committee.

New Business:

Farley presented the draft budget for 2021-2022. The support request from the village remains the same, as we have significant losses in state and county funding, and are expecting further cuts. In addition, raising money for the repairs potentially decreases general donations that we typically would add toward yearly operating expenses. We will approve the budget in February.

Farley presented the draft Annual Report to the Community, which is a statement of how the year has gone and events we have held. Gardner offered to redo the pie chart graphics in Photoshop and reformat it.

A **MOTION** to adjourn was made by Benson, seconded by Drake, and unanimously approved at 8:45 PM.

The next Library Board meeting will be held on February 3, 2021 at 7:00 PM.

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**ACTION LIST**

**Gardner** - Post the GoFundMe Building Fund story to the Philmont Neighbors email list; redo the pie chart graphic and reformat the Annual Report to the Community for Farley.

**Bolevic** - See what Lowe's has in terms of picture hanging supplies.

**Farley** - Ask Thea what they use at the Claverack Library to hang art.

**ALL** - Share the GoFundMe link on social media.