

Philmont Public Library  
101 Main Street  
Philmont, NY 12565

## **October 7, 2020**

The regular October meeting of the Philmont Public Library Board of Trustees, held via Zoom teleconference (meeting ID #982 6422 5933, recorded) was called to order at 7:03 PM by President Faith Benson. Also present were Vice President Dave Bolevice, Secretary Mindy Gardner, Chief Financial Officer Rain Whittaker, Director Tobi Farley, member Nat Drake, and Village Liaison Debra Gitterman.

Visitors in Attendance: None

Public Comment: None

Minutes: A **MOTION** to accept the September minutes with one change was made by Whittaker, seconded by Drake, and unanimously approved.

Correspondence (Gardner): None

President's Report (Benson):

1. Benson welcomed new Village Trustee and Library Liaison, Debra Gitterman
2. Benson thanked our previous liaison, Barbara Sagal, who performed her duties in an exemplary manner.
3. Benson worked on the Library's long-range plan with Whittaker and Farley, and thanked them for their work.
4. Benson updated the Library Contact List.
5. Benson updated Library policies.
6. Benson proposed two possible new Library Trustees.

Financial Report (Whittaker):

Whittaker reported that she has received budget vs. actual records, as well as checking and savings statements for the month of August. Savings has gone up slightly.

Whittaker formally resigned, effective immediately, as a member of the Philmont Library Board of Trustees. Benson made a **MOTION** to accept, with sincere regret, Whittaker's resignation. The motion was seconded by Drake and unanimously approved.

Village Liaison Report (Gitterman):

Discussion about the Liaison Representative's role, which is to take Library concerns to the Village and to bring Village concerns to the Library, and about our status as a municipal library.

Library Director's Report (Farley):

Topics discussed included:

1. Notice that we have been approved for \$23,000 for our construction grant application. However, fiscal concerns for 2020-2021 means we may not receive the full amount come September.
2. A successful re-opening, with an average of 25 visitors per day.

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3. Virtual programs with Claverack, Hudson and Roe-Jan libraries.
4. A grant to keep our digital movie subscriptions was submitted.
5. Online survey for homeschoolers is available.
6. New cabinets and shelves.
7. Seed library planning.
8. StoryWalk was a success, thinking about additional holiday window decorating.

#### Art Committee Report (Drake):

1. Corresponded with The Columbia County Photo Club about options for their annual show.
2. Discussion of creating a Philmont Library YouTube channel.

#### Policy Committee Report:

1. After discussion, Drake made a **MOTION** to accept the revised form of Appendix A with change discussed, seconded by Bolevice, and unanimously approved.
2. After discussion, Benson made a **MOTION** to accept the revised form of Appendix B with changes discussed, seconded by Gardner, and unanimously approved.
3. After discussion, Whittaker made a **MOTION** to accept the revised form of Appendix C, seconded by Benson, and unanimously approved.
4. After discussion, Whittaker made a **MOTION** to accept Appendix H with the changes discussed, seconded by Benson, and unanimously approved.

#### New Business

Bolevice formally resigned as Vice President of the Philmont Library Board of Trustees. Benson made a **MOTION** to accept Bolevice's resignation as Vice President. The motion was seconded by Drake and unanimously approved.

Benson appointed Bolevice as Chief Financial Officer for the Philmont Library Board of Trustees.

Benson nominated Barbara Sagal to be a member of the Philmont Library Board of Trustees, seconded by Drake and unanimously approved. Sagal's nomination to be voted on at the November meeting.

A **MOTION** to adjourn was made by Benson, seconded by Drake, and unanimously approved at 8:30 PM.

The next Library Board meeting will be held on November 4, 2020. Time to be determined.

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#### **OCTOBER MEETING ACTION ITEMS**

- GARDNER to inform the Village about changes to the Library Board of Trustees
- GARDNER to revise and resubmit the September minutes
- WHITTAKER to hand over financial documents to BOLEVICE and review them with him
- FARLEY to contact the Santa Claus Club about holiday windows
- FARLEY to contact Hudson Valley Seed about donating to the seed library
- BOLEVICE to discuss possible adjustments to renovation scope with Chris Hoppe