

Philmont Public Library
101 Main Street
Philmont, NY 12565

March 3, 2022

The regular March meeting of the Philmont Public Library Board of Trustees was called to order at 7:06 PM by President Faith Benson. Also present were Vice President Barbara Sagal, Chief Financial Officer Dave Bolevice, Secretary Mindy Gardner, Member Nat Drake, Director Tobi Farley, and Village Liaison Jason Detzel.

Public Comment: None

Visitors in Attendance: Peter Johnson

Minutes: A **MOTION** to accept the February 2022 minutes without changes made by Bolevice, seconded by Benson, and unanimously approved.

(Gardner arrived)

Special Meeting Minutes: A **MOTION** to accept the February 24, 2022, Board Meeting with changes was made by Bolevice, seconded by Benson, and unanimously approved.

Correspondence (Gardner):

Gardner to check if she wrote a thank you letter to Sandy Caggianelli, and do so if not.

President's Report (Benson):

Benson initiated a discussion among Board members regarding the February 24th meeting with Sally Baker and Mark Rowntree. The Board remained unclear how the Library building is connected to the BOA, as it appears that the Main Street subarea is intended just for renovation of private residents and businesses, and improvement of streets, sidewalks, and sewer hook-ups. Benson felt that more guidance regarding how to get community members interested in and focused on the library renovation plans is needed.

Benson emphasized that according to the NY State Open Meeting Law, all committee heads and board members need to submit their reports to the Director so that they can be made available to the public at least 24 hours before each meeting. As the Policy Committee did not have time to meet twice and amend their report, the following decisions shall be recorded under the President's Report.

A **MOTION** to accept the New Trustee Selection Form was made by Gardner, seconded by Sagal, and unanimously approved.

A **MOTION** to accept the revisions of the Programming Policy was made by Sagal, seconded by Gardner, and unanimously approved.

Financial Report (Bolevice):

Bolevice presented the financial report.

Farley reported that \$3,000 was received by the insurance company for the flooding incident, and the DLD grant funds of \$21,000 are now showing in the financial spreadsheet under the Library.

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Gardner and Farley reported what they learned about the missing Go Fund Me campaign funds. Gardner to follow up with Friends of Philmont Public Library (FOPPL) Treasurer Jane Raco.

Village Liaison Report (Detzel):

Detzel reported that Farley asked him to help write a Berkshire Taconic Foundation grant for field trips over the summer. However, he remains unclear about the long-term vision for the Library. Benson assured him the Board intended to complete the draft Long Range Plan at the next Policy Committee meeting.

The Board and Detzel discussed various modalities for capturing and incentivizing community involvement in planning.

Library Director's Report (Farley):

Farley appraised the Board that we are waiting on the insurance company to approve the bids to repair the damage to the teen room area.

Farley then informed the Board that:

- March 15th at 6pm is the first program in a series with Habitat for Humanity. It will be about the new Helping Hands program through Habitat, and financial literacy with Greylock Credit Union. Discussion will involve budgeting and building healthy credit scores.
- Jeff Urbin finished his second history series with us and is working on topics for the next series. Please let me know if you have suggestions.
- CCLA is continuing the monthly series with the NY Historic Society. The next event is March 23rd.
- Tech Labs in cooperation with Claverack and Roe Jan Libraries continue.
- We co-wrote a grant with the Chatham Library and 5 other county libraries to bring 3 STEM programs from MiSci to each library.
- We will not receive the ASRL grant for \$2,500.
- Our state senator may change from Daphne Jordan to Sue Serino due to redistricting of the 43rd District.

The Heritage Working Group has discussed how to educate the community on what a historic district is, how it would benefit the Village, and what needs to happen to earn the distinction. Plans include sending flyers out to Village property owners with each water bill and in-person presentations over the summer at the Village Hall and in the Library Pavilion.

A **MOTION** to accept the 2022-2023 Budget, including a Director's salary change from \$19 per hour to \$23 per hour, was made by Drake, seconded by Bolevice, and unanimously approved.

Policy Committee Report (Benson):

The merits of subdividing Appendix H into an additional service level was presented.

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A **MOTION** to accept the proposed addition to Appendix H: Service Level H: Reopening with Varying Requirements for Patrons and Staff Protection, made by Drake, seconded by Bolevice, and unanimously approved.

Suggested Revisions of “Patron Conduct” under the “Pandemic Protocol” policy were discussed.

A **MOTION** to accept the proposed changes to the Patron Conduct section of the Pandemic Protocol Policy was made by Drake, seconded by Bolevice, and unanimously approved.

A **MOTION** to accept the proposed General Revisions to Appendix H: Every time the phrase “reusable cloth face masks” or “disposable masks” is used, it should be changed to: “face masks, preferably those approved/recommended by the national CDC (Center for Disease Control)” for all levels A through E, was made by Drake, seconded by Bolevice, and unanimously approved.

Art Committee Report (Drake):

None

Old Business

Farley putting further action on security cameras on hold until the leak on the back wall can be addressed.

Knowledgeable staff and patrons have informed Tobi that Capital Pears, the species of tree Brittany Martin is proposing to plant, between her property and the Library are brittle and may not be the ideal solution. New hire Anya Bonanno has expertise and may be able to suggest alternatives.

A **MOTION** to approve the hiring of Anya Bonnano for 18 hours per week at a salary of \$18/hour, effective February 23rd, was made by Bolevice, seconded by Benson, and unanimously approved. Gardner to send the Village Board notice of this decision.

New Business

Benson proposed creating a Development Planning Committee and asked Board members to join. Bolevice, Detzel, Benson and Gardner were appointed.

A **MOTION** to accept the Annual Report was made by Bolevice, seconded by Drake, and unanimously approved.

Bolevice agreed to be on call while Tobi is away for the weekend.

Bolevice made a **MOTION** to adjourn at 8:34, seconded by Drake, and was unanimously approved.

The next Philmont Public Library Board meeting will be held on April 6, 2022 at 7:00 PM.

ACTION ITEMS

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GARDNER - Edit the BOA Meeting Minutes; Follow up with FOPPL Treasurer, send notice of Bonnano hiring to Village.

BENSON - Set up a meeting for the new Development Planning Committee.