

Philmont Public Library
101 Main Street
Philmont, NY 12565

2 November, 2022

The regular November Meeting of the Philmont Public Library Board of Trustees was called to order at 6:08 PM by President Faith Benson. Also present were Vice President Barbara Sagal, Chief Financial Officer Dave Bolevice, Secretary Mindy Gardner, Member Peter Johnson, and Village Liaison Jason Detzel.

Visitors in Attendance: None

Public Comment: None

Minutes: A **MOTION** to accept the October 2022 minutes as written was made by Sagal, seconded by Johnson, and unanimously approved.

Correspondence (Gardner):

Gardner sent three Thank You letters: Agway, Hover Foundation, and Free Columbia.

President's Report (Benson):

Benson reported that Farley, Sagal and herself finalized the Library Long-range Plan, a document now required by the state for all Libraries to create and maintain. Comments and feedback from Johnson were incorporated into the draft.

A **MOTION** to accept the Long-range Plan of the Philmont Public Library was made by Gardner, seconded by Barbara, and unanimously approved.

Benson updated the policies as per Motions passed during the October meeting.

Financial Report (Bolevice):

Bolevice went to the Philmont Village Office to clarify accounts.

The Municipal Now account is a sub-account of The General Fund. These are donated monies that belong to the Library's building reserve. This account contains \$18,241.46.

The Library Fund Savings account contains \$39,117.62. A large portion is the NY State building grant. ~\$11,000 is from the now defunct Friends of the Philmont Public Library.

The Library Fund Checking account is our operating account, and contains \$69,532.01.

Village Liaison Report (Detzel):

NYSERDA is going to do an audit of the Community Center, Village Hall, and other village buildings.

Funding the Feasibility Study was discussed at the Village Trustee meeting. The Village is pledging \$17,000. The Library has \$10,000 from an anonymous donation.

The Library Trustees discussed the LaBerge Proposal, and determined that by Monday evening, all trustees will review the proposal and submit questions and concerns to Gardner. The Advisory Building Committee will meet Wednesday at 6pm via Zoom.

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Library Director's Report (Farley):

The replacement upstairs window is at Herringtons. Mayor Johnson will pick up.

Virtual programs are continuing with the County Library Association. December is about the wallpaper at the Martin Van Buren House.

Story time has begun, and we are looking into returning to a separate session for toddlers.

We will have a self-serve holiday gift wrapping station again this year.

Farley is going on a professional development trip to Baltimore and Washington DC with the Director of the Claverack Library. A **MOTION** to reimburse Farley for her half of the trip expenses (stay, mileage and per diem meal cost) was made by Bolevice, seconded by Benson, and unanimously approved.

Farley will send the October usage stats to the Trustees by email.

Advisory Art Committee Report (Drake):

Farley read the Arts Committee report to the Trustees, as Drake was not in attendance.

Benson questioned whether hanging the next show the weekend that Farley is away is appropriate.

The Trustees discussed:

1. Approaching school art teachers vs. notifying parents for the proposed youth art show.
2. Ideas for posters/reproductions for hanging between exhibits.

Advisory Policy Committee Report (Benson):

A **MOTION** to approve *Appendix F: Violence/Threat of Violence Report Form* with change was made by Johnson, seconded by Bolevice, and unanimously approved.

Old Business

None

New Business

None

A **MOTION** to adjourn at 8:13 PM was made by Bolevice, seconded by Gardner.

Our next meeting will be Wednesday, December 7th at 6pm at the Library.

ACTION ITEMS

All: Get comments on Laberge proposal to Mindy by Monday end-of-day.

Benson: Revise policies and Long Range Plan

Farley: Ask Village how to get reimbursed; send October statistics.