

Philmont Public Library
101 Main Street
Philmont, NY 12565

3 August, 2022

The regular August Meeting of the Philmont Public Library Board of Trustees was called to order at 6:04 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, Member Peter Johnson, and Village Liaison Jason Detzel.

A **MOTION** to accept Peter Johnson as a new Library Trustee was made by Benson, seconded by Gardner, and unanimously approved.

Visitors in Attendance: None

Public Comment: None

Minutes: A **MOTION** to accept the July 2022 minutes with typo correction was made by Benson, seconded by Sagal, and unanimously approved.

Correspondence (Gardner):

None

President's Report (Benson):

Benson read aloud an email message she sent to the Laberge Group, the consultants under consideration for hire by Philmont Village.

After discussion, the Board decided to move forward with the as-planned structural repairs, but will not move forward with planning the next steps for the building without a feasibility study in place.

Farley informed the Board she has asked for a time extension on the grant from the state and is awaiting response.

Gardner will write a letter to the Village Board asking for a structural engineer to assess the current status of the damage and provide us with an estimate of the minimum repairs needed to stabilize the building.

Financial Report (Bolevice):

Bolevice presented the financial report. The numbers are as expected within budget.

Johnson asked what happens to budget shortfall, and exactly how much money is in the Library account. Farley will provide this information at the next meeting.

Advisory Art Committee Report (Drake):

Marion Vinot will present a lecture and oversee a community art-making workshop for attendees on September 24th. The Columbia County Photography Club is planning two events at the Cultural Center. Drake will schedule Victoria Brill's event this month.

Village Liaison Report (Detzel):

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Detzel reported he provided the phone contact list for canvassing purposes to Gardner.

Detzel committed to providing two options for visual screening to the neighbor behind the Library.

He reported that the current Village priorities are to paint the inside of the water tower, fix all non-ADA compliant sidewalks, and add sidewalks to Church St. at Memorial Park.

Library Director's Report (Farley):

Farley discussed:

- The popularity of the field trips. They were very successful despite fewer camp attendees.
- Reaching out to the art school and photo club to do nature sketching of pollinator plantings. Pollinator pathway programming will help us get an ecological restoration grant.
- The need for volunteers to work the County Fair: August 31st, 10:30-4:30 pm

Advisory Policy Committee Report (Benson):

Benson updated the Policies and Amendments with language approved at the July meeting.

A **MOTION** to add the following to the *Trustees' Code of Ethics/Conduct Policy* made by Johnson, seconded by Bolevice, and unanimously approved:

"The conduct of a trustee/board member must, at all times, further the institution's goals and not the member's personal or business interests. A trustee/board member should avoid even the appearance of impropriety. Acts of self-dealing constitute a breach of fiduciary responsibility.... A trustee or family member may not receive, or appear to receive, any gain, tangible or intangible, in dealing with the library. As far as the public is concerned, even the appearance of a potential conflict involving a Board member undermines their trust in the entire library." (MHLS's Handbook for Library Trustees of New York State, 2018 Edition", pp. 15 and 17)

"Library trustees may not benefit from library programs to receive money or even to give the appearance that they might be paid or chosen because of a conflict of interest and/or the possible perception of preferential treatment."

A **MOTION** to add to the policies that donations will not be accepted or solicited at library events was made by Gardner, seconded by Sagal, and unanimously approved.

Old Business

A **MOTION** to reinstate Renee Dobert as a Substitute Clerk was made by Bolevice, seconded by Benson, and unanimously approved.

New Business

None

Old Business

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None

A **MOTION** to adjourn at 8:01 PM was made by Gardner, seconded by Bolevice.

ACTION ITEMS

All: Think about how we can reach out to people who are not on voter roles

Benson: Schedule a Policy meeting in August.

Detzel: Propose two alternatives for neighbor

Drake: Meet with Farley and Benson on Monday; Schedule an Art Committee meeting in August;
Schedule Victoria Brill event.

Farley: Find out answers to financial questions.

Gardner: Write a Letter to the Village reinstating Renee Dobert, effective immediately; Write a letter to the Village letting them know that Peter Johnson is a new Trustee, effective immediately; Write a letter to the Village asking them for a structural engineering review.