

Philmont Public Library  
101 Main Street  
Philmont, NY 12565

## **7 December, 2022**

The regular December Meeting of the Philmont Public Library Board of Trustees was called to order at 6:14 PM by President Faith Benson. Also present were Vice President Barbara Sagal, Chief Financial Officer Dave Bolevice, Secretary Mindy Gardner, Director Tobi Farley, and Village Liaison Jason Detzel.

Visitors in Attendance: None

Public Comment: None

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

Correspondence (Gardner):

None

President's Report (Benson):

Benson reported former Library Trustee Rain Whittaker is working to reinstate The Friends of the Philmont Public Library.

All Board reports now need to be posted on the Library website 24 hours before the monthly meeting. Reports should be submitted to Farley by the Sunday evening prior. Any reports not posted online will not be discussed during the meeting.

The Board discussed Benson's finding about local safety programs to help seniors.

The Board discussed Appendix B (Use Agreement Form) and whether it leaves us vulnerable to lawsuit claims. Benson submitted a request for review to Village Attorney Rob Fitzsimmons.

Financial Report (Bolevice):

We have not received a report from Patterson in two months. The request to be included in the distribution list has been submitted to the accounting office.

Village Liaison Report (Detzel):

None

Library Director's Report (Farley):

Farley introduced the idea of programming a "free store" with 24/7 access to food pantry items. All agreed it is something the community needs. Implementation to be determined.

Farley reported on her Baltimore conference takeaways.

Advisory Art Committee Report (Drake):

None

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Advisory Policy Committee Report (Benson):

The Board discussed the need to speak to the Village about the possibility of confrontation over content.

A **MOTION** to approve the amendments to Appendix A-J of the Policies was made by Gardner, seconded by Bolevice, and unanimously approved.

A **MOTION** to accept the amendments to our Sexual Harassment Policy was made by Sagal, seconded by Bolevice, and unanimously approved.

A **MOTION** to accept the integration of the Village and Library's Workplace Violence Prevention Policy made by Bolevice, seconded by Benson, and unanimously approved.

A **MOTION** to accept the new Appendix K (Materials Challenge Form) was made by Gardner, seconded by Benson, and unanimously approved.

A **MOTION** to accept the new Appendix L (Incident Report Form) made by Gardner, seconded by Bolevice, and unanimously approved.

Old Business

A **MOTION** was made to approve the Laberge Group Professional Services Proposal for the Philmont Public Library Facility Feasibility Study for the Village of Philmont made by Gardner, seconded by Bolevice, and unanimously approved.

Detzel will send the proposal to the Village Attorney for approval.

New Business

None

A **MOTION** to adjourn at 7:59 PM was made by Bolevice, seconded by Benson.

Our next meeting will be Wednesday, January 4th at 6pm at the library.

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**ACTION ITEMS**

**All:** Reports are due to Farley the Sunday prior to our next meeting.

**Gardner:** Remind Trustees of official Committee names for their reports (Advisory Arts, Advisory Policy, and Advisory Building.)

**Detzel:** Speak to Attorney about proposal.