

Philmont Public Library
101 Main Street
Philmont, NY 12565

November 1, 2023

The regular November meeting of the Philmont Public Library Board of Trustees was called to order at 6:05 PM by President Peter Johnson. Also present were Vice President Faith Benson, Chief Financial Officer Dave Bolevice, Secretary Mindy Gardner, and Director Tobi Farley. Member Michael Wedd, Member Suzi Miranda, Member Barry Marshall, and Village Liaison Jason Detzel were absent.

Visitors in Attendance: None

Public Comment: None

Approval of Agenda: A **MOTION** to adopt the meeting agenda was made by Benson, seconded by Gardner, and unanimously approved.

The Board discussed potential appointees to the Advisory Council.

Minutes: A **MOTION** to accept the October 2023 minutes with no change was made by Benson, seconded by Bolevice, and unanimously approved.

Committee Reports

Library Director's Report (Farley):

Written report available on Philmont Library Website. Discussions Included:

- The boiler needs to be looked at due to water backing up into it. The Board discussed which entity, Herrington's or Huber, holds the responsibility for maintenance.
- Attended a CARP Leaders seminar, the Cornell Cooperative Extension program on resiliency and climate change.
- Farley will retroactively alter her monthly report to track uncompensated hours.

President's Report (Johnson):

Written report available on Philmont Library Website.

Financial Report (Bolevice):

Have not yet agreed on a meeting time with the Village accountant to receive a chart of accounts.

Correspondence (Gardner):

Rewrote thank you note to Sally Rappaport.

Arts Advisory Committee Report (Miranda):

No meeting this month. The gallery space may be empty for December.

Village Liaison Report (Detzel):

None

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Policy Report (Benson):

A **MOTION** to accept the changes to Appendix K and Appendix O made by Johnson, seconded by Gardner, and unanimously approved.

Old Business

The Board discussed inviting Mayor Johnson and other interested Village officers to the next LaBerge meeting.

In an effort to foster organizational cooperation and synergies Bolevice will start attending BOA meetings and other trustees will begin attending Comprehensive Plan meetings.

The Library Board of Trustees Charter has been changed to a maximum of 11 Trustees.

New Business

Farley to send Google Drive permission to Gardner who will archive each month's reports.

ACTION ITEMS

- **Farley:** Set up in-person meeting with Village Accountant; Fix formatting issue with Advisory Council form; Set up meeting between self, Gardner, and Laura Chrissy of MHLS to brainstorm building grant option; Follow up on emergency kit workshop; retroactively add non-compensated hours to her reports; Give Gardner Google drive editing rights.
 - **Wedd:** Add Barry Marshall to Slack
 - **Gardner:** Write thank you letter for \$2,000 donation; Archive November Reports on the website.
 - **Miranda:** None
 - **Johnson:** Contact Village Clerk to invest surplus monies in a CD.
 - **Bolevice:** Attend BOA meetings.
 - **Benson:** Give Advisory Council form to two potential candidates.
 - **Everyone:** Complete Trustee training and NY state sexual harassment training.
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Bolevice made a **MOTION** to adjourn at 7:38 PM, seconded by Benson, and unanimously approved.

The next Philmont Public Library Board meeting will be held December 6, 2023 at 6:00 PM.