

Philmont Public Library  
101 Main Street  
Philmont, NY 12565

## **August 2, 2023**

The regular August 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, Member Michael Wedd, Member Suzi Miranda, Director Tobi Farley. Village Liaison Jason Detzel absent.

Visitors in Attendance: None

Public Comment: None

### **Previous Action List**

- **Farley:** Wrote letter to Town of Claverack for additional increase in financial support. Letter to Town of Ghent to be written.
- **Gardner:** Briefed Laberge Group Architect Clarke on Planning Committee's progress. Thank you notes to Children's Foundation and Sally Rappaport to be written.
- **Wedd:** Created a document for all BOT members to fill out to brainstorm how to be of greater service for community planning for the Village and posted to Slack.
- **Miranda:** Regular monthly Arts Committee meeting time to be set.
- **Johnson:** Contacted Marshal to let him know that he has been nominated for the Board of Trustees.
- **Bolevice:** Collected paperwork for the boiler installation. Estimates for renovations based on the original scope of the grant tabled pending Laberge recommendations.
- **Benson:** Updated the Library's Policies and By-Laws. Set a Policy Committee meeting date.

### **Minutes:**

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

### **Committee Reports**

#### Library Director's Report (Farley):

Written report available on Philmont Library Website. Discussions Included:

- Library volunteers needed at Columbia County Fair on Wednesday, August 30th
- Film licensing requires all movies shown to the public be screened inside the building
- The automated training reminders from Niche Academy are in stronger than necessary language. Go to the Mid-Hudson library to see complete list of Trustee training options.

#### President's Report (Johnson):

Written report available on Philmont Library Website. No discussion.

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Financial Report (Bolevice):

Budget-vs-Actual report for June 2023 presented.

Johnson requested that he, Farley and Bolevice meet with the Village accountant to better understand the arrangement of checking/savings/cash accounts and request the fiscal year closing statement.

Correspondence (Gardner):

Thank you notes sent to:

- Berkshire Taconic Planning and Technical Assistance Grant Program: 2023 grant for Feasibility Study for Philmont Public Library in the amount of \$5,000.00.
- Hudson River Bank and Trust: \$11,000 for general expenses

Arts Advisory Committee Report (Miranda):

Written report available on Philmont Library Website

The Board discussed event promotion. Benson reminded the Board that the Library Policies lay out the procedure for event PR step-by-step.

The Board discussed the pricing/sale of art shown. The BOT determined that it must be clear that sales are independent of the Library and interested parties must contact artists directly for arrangements.

Village Liaison Report (Detzel):

None

Policy Report (Benson):

None

**Old Business**

Gardner informed Board of discussions with Jim Clarke. He has requested a meeting to discuss priority repairs and re-inspect the structural damage. A meeting date was determined.

Johnson stated that the Village Inspector never inspected the boiler installation, and questioned the state of the flue and CO monitors.

Barry Marshall unanimously voted in as a member of the Philmont Public Library BOT.

Neighbor has installed fence, and has asked the Board to revisit the possibility of planting trees. Tabled until Laberge study is in.

**New Business**

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The Board discussed the disparity in staff salaries between Philmont and neighboring libraries. Grants are mainly for programs. We need to increase donations. Discussion around how to increase funds for salaries.

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## ACTION ITEMS

- **Farley:** Set up Zoom meeting with Village Accountant for September. Order CO monitor. Draft funding increase letter to Ghent. Get the form and notice about the Library Advisory Council recruiting on the Library and Village websites. Get Barry Marshall handbook and Niche list.
- **Wedd:** Add Barry Marshall to Slack
- **Gardner:** Thank you notes to Children's Foundation and Sally Rappaport. Inform Village of new member Marshall. Inform Marshall that he must sign the book in the Village Office within 30 days.
- **Miranda:** Regular monthly Arts Committee meeting time to be set.
- **Johnson:** Contacted Marshall to let him know that he has been elected to the Board of Trustees.
- **Bolevice:** Collected paperwork for the boiler installation. Estimates for renovations based on the original scope of the grant tabled pending LaBerge recommendations.
- **Benson:** Send Barry Marshall the Policies and update Contact List. Contact Rain Whittaker about Friends of Philmont Public Library. Call Jason Kenny about becoming an Advisor. Freedom from Censorship language to be refined in a Policy meeting and brought to the Village Trustees.
- **Everyone:** Respond to Wedd's questionnaire. Submit ideas for fundraising.

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Gardner made a **MOTION** to adjourn at 8:01, seconded by Bolevice, and unanimously approved.

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