

July 12, 2023

Eden Library Board of Trustees

Library Board President Pat Smith called the meeting to order at 5:15 p.m. In attendance were Jim Agle, Linda Meyer, Bettyann Neifer, Jon Wilcox, Town Board Liaison Sue Wilhelm and Library Director Donna-Jo Webster. This meeting was held in person.

The minutes of the June 21, 2023 meeting were read. A correction was made concerning money that the library received last month. A motion was made by Jim and seconded by Jon to accept the minutes as corrected. The motion was passed.

DIRECTOR'S REPORT

Donna-Jo reported on statistics for the month; our circulation was better than 11 other locations and June was our highest circulation month of the year so far. July is also shaping up to be a busy month.

BILLS:

The following bills were presented for payment:

- Eden/North Collins Pennysaver \$301
- Gui's\$34.35
- Haier's Fire Extinguishers..... \$81.00 for inspection.

A motion was made by Jim and seconded by Jon to approve payment of these bills. This motion was passed.

Donna-Jo reported that the refrigerator in the staff kitchenette is not working. Someone from the Town came to look at it and felt that it was not repairable. This is an all-in-one unit that has been in place since the library was built. The Board directed Donna-Jo to put in a work order with the Town to have the entire unit removed. Donna-Jo is getting a mini-fridge from a family member that no longer needs the one they have. Jon will look into sizes of small refrigerators and freezers to see what might fit in the space. It will probably be necessary to install some kind of shelving in this area.

CORRESPONDENCE:

There was no correspondence.

TREASURER'S REPORT:

Bettyann reported on disbursements and current balances in all accounts. She noted that a CD came due at Woodlawn today; it will be renewed.

OLD BUSINESS:

- Sue Wilhelm reported that she has had several conversations with Dave Rice and Marlene Gunder at the Town Hall concerning the library lift and the need to get it repaired. The Town Board has not yet voted on a contract with TK Elevator Corporation for servicing of the library's lift and the Town Hall elevator. They expect to do that this week.

Sue also asked if there were any restrictions placed on the bullet aid money that we received from Assemblyman DiPietro. Donna-Jo replied that there were none that she was aware of. Sue also noted that Town Supervisor Richard Ventry* recently complimented the Library Board and staff on the appearance of the library grounds and building.

NEW BUSINESS:

- Bettyann pointed out that one of the Meeting Room windows looks cloudy. Jon looked at it and noted that the seal has probably been damaged. He will have someone from Hamburg Glass come and take a look at it. This is a fairly easy fix.
- Dates for the Fall Book Sale were set for October 18 to 21.
- The drainage project will probably take place in mid-September. Linda discussed the new landscaping with a representative from Turnbull Nursery. They will come and take a look and offer some suggestions.
- The Carnival program being put on by the Jeffers has been booked for August 22 from 4 to 6 p.m. The Board will cook hotdogs to add to the festivities.
- Based on Donna-Jo's remarks at the last Board meeting, Linda has reviewed some of the Library's policies. Especially important are the Rules of Conduct, which contain information on the policy of no audio or videotaping in the library without permission. She had copies of our previous policy, which has been in place since 2016 and also went through the Rules of Conduct from the B&ECPL. A few changes will be made to have them more closely aligned. Jon made a motion to accept the Rules of Conduct as amended today and Jim seconded. This motion was passed. Linda will get a copy of the amended Rules of Conduct to Donna-Jo for inclusion on our portion of Central's website and also to have in our policy folder at the Library.
- Pat will get a card for everyone on the Board to sign for Ken Stone's retirement. She will be attending the reception for him on July 20 at the Central Library.

The next meeting will be held on August 9 at 5:15 p.m.

The meeting was adjourned at 6:30 p.m.

Respectfully submitted,
Linda Meyer, secretary

* Richard Ventry assumed the Town Supervisor position as of 7/1/2023 upon the resignation of Melissa Hartman.