

July 13, 2020

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, Marilyn Antos, Linda Meyer, Bettyann Neifer and Library Director Donna-Jo Webster.

The minutes from the June 8, 2020 meeting were read. A motion was made by Marilyn, seconded by Jim and approved to accept the minutes from this meeting as corrected.

DIRECTOR'S REPORT

Donna-Jo reported that patron count is at about 50% of a normal month and the staff has noticed that people don't stay as long. Our circulation for June was better than 23 other libraries in the system. Prior to reopening she had been told to come up with a plan with reduced hours; it seems to be working so far. There have only been 3 patrons who entered the building without a mask. The staff has the right to refuse to provide service to them if they fail to comply.

BILLS:

Donna-Jo presented the following bills for payment:

Eden-North Collins Pennysaver: \$276 for advertising in June

Gui's Lumber: \$46.97 for miscellaneous items

A motion was made by Jim, seconded by Marilyn and approved to pay these bills.

TREASURER'S REPORT

Bettyann reported disbursements for the month and account balances.

OTHER

- Weidner's BBQ will be doing a drive thru chicken dinner at the library on July 29 from noon to 6 p.m. The Library will get a donation from each dinner sold.
- Bettyann reported that the Town has already taken down the dead tree on Woodside. She had also talked to TS Landscaping about doing some trimming around the building to get branches off the roof. The cost will be about \$1000 to trim up all the trees.
- The Town will patch and restripe the parking lot this summer.
- Bettyann brought up the idea of having the Friends take over the Amazon Smile campaign. We received only \$5 from them in May. This will be presented to them at their next meeting.
- Donna-Jo reported that a replacement sandwich sign would be \$226 and the size would be 44 x 30 x 18. Bettyann had also talked to Hae Jude who made our library sign. They have a used portable sign that we could purchase. Bettyann and Linda will go to Silver Creek to look at it.

- Bettyann asked about the length of time we need to keep records as she has many years worth of bank statements and receipts. It was determined that we should keep 7 years worth of records. She will see about having the remainder of them shredded at Evenhouse Printing at their next available shredding event date.
- The board discussed adding the position of Board member emeritus to the Library By Laws. We will be able to vote on the new bylaws at the next meeting.
- An Investment Policy has been prepared for the Eden Library. This follows a general template provided by Central. A motion was made by Marilyn, seconded by Jim and passed by the board to adopt this policy.
- A Resolution regarding the library's contract with Central was read and voted on. The vote to approve the contract was 5 ayes, 0 noes.
- We have received a notice about Construction grants for 2021, but have not yet received any notice if our application for this year was approved or not. Dollars will be in short supply for any project as the system is looking at a minimum \$800,000 reduction in 2021.
- Pat noted that the ACT Board was to have met a few weeks ago, but was canceled.
- Donna-Jo noted that the directors have been asked to come up with several different scenarios for reduced hours and staffing for 2021. We are currently at 32 hours (down from our NYS mandated service hours).
- The next meeting will be held August 10, 2020.

The meeting was adjourned at 7:00 p.m.

Respectfully submitted,
Linda Meyer, secretary