

Present: Marion Burghart, Chuck Batcher, Becky Waldenmaier, Lisa Raymond, Emilie Wright, Ted Borys, JoAnne Brady
Also present: Kathy Stempel, library director

Call to order at 6:35

Secretary's report- September 10, 2020 meeting minutes.

Motion made by Becht to accept the secretary's report, Emilie was the second. Motion carried. JoAnne abstained.

Treasurer's report-written report attached

Construction Grant-final check has been received.

Credit card bill had a \$1,97 finance charge, which Ted will investigate.

Salary line is over by \$44.50

Motion to accept the treasurer's report was made by Marion and Becky was the second. Motion carried.

Payment of bills- (see attached schedule)

NYLA Conference bill- current amount is for Sandra and Carrie to go to the conference, Kathy had previously paid on the credit card for her fees.

Motion by Lisa to pay the bills, Chuck was the second. Motion carried.

Committee reports-

Personnel-(Becky, Missy and Chuck) director's evaluation is being revised to reflect the COVID pandemic changes. Evaluation will be done in February.

Finance- (Ted, Marion, Emilie and Kathy(advisory) 3rd quarter audit will be completed that evening

Policies- (Lisa and JoAnne) looking at oldest policies that need to be updated

Aesthetics-looking at upgrading the library office. Older files can be put in file cabinet in shed, which will free up

space.

COVID- **Motion** to move to level D-2 of covid policy was made by Marion. Lisa was the second. Motion carried.

As part of the policy, computer use will be limited to one hour.

NY State is going to require a new covid policy by April 1st for all public entities.

Old Business-

Maintenance issues-

Water- We are not going to be able to go through the school supply to get water. The Town would like to test both

wells that are on the property to see if they are usable.

MERV filters-heating system should be cleaned this Fall and evaluated at that point for capability of putting in MERV filters in the air handling.

Electrical-James Bushnell is now the Building Inspector for the town and is an electrician. There is interest from the trustees in finding out why Frantzen is not interested in putting conduit through the existing culvert and if this is a safety concern. It was recommended to ask Jason who was in charge of the sewer system his opinion on using the culvert for electricity.

Inventory- has been almost completely finished

2021 budget- it appears that October 14th will be a budget meeting for the town. JoAnn, Kathy and Ted met with Sean and Andrea to present the library's proposed budget.

Knox budget meeting is October 13th.