

Berne Public Library Trustees meeting of December 10, 2020 held via GoToMeeting

Present: Marion Burghart, Chuck Batcher, Becky Waldenmaier, Lisa Raymond, Emilie Wright, Ted Borys, JoAnne Brady

Also present: Kathy Stempel, library director and Sandra Kisselback

Call to order at 6:37

Secretary's report- November 12, 2020 meeting minutes.

Motion made by Ted to accept the secretary's report, Lisa was the second. Motion carried with JoAnne abstaining.

Treasurer's report-written report attached

Payroll is under budget by \$12.47

LLSA- check was received today for \$995 which is listed as 72% of funding. The remaining 28%, if received, would be \$387, which would be a total of \$1382, just slightly under the \$1400 which was expected in the budget..

Library account has \$12,477.25 in unencumbered funds.

The finalized budget report for the year includes everything that has been spent except for salary.

The budget for 2021 has compressed the various types of econtent into one budget line.

Motion to accept the treasurer's report was made by Lisa and Emilie was the second. Motion carried.

Payment of bills- (see attached schedule)

Bill from UHLS of \$48.00 for the subscription for Backpage was just received.

There was no credit card bill for this month. Citizen's Bank has a new portal which makes it easy to check what is on the card.

Motion to pay the bills, with the addition of the UHLS bill, was made by Becky, Marion was the second. Motion carried.

Committee reports-

Elections- a slate of officers for 2021 was presented.

JoAnne Brady-President

Chuck Batcher- Vice President

Marion Burghart-Treasurer

Lisa Raymond-Secretary

Motion was made by Ted, and Becky was the second, to accept the officers as presented. Motion carried.

Personnel-(Becky, Missy and Chuck) Director evaluations will be given out at Feb. meeting.

Finance- (Ted, Marion, Emilie and Kathy(advisory))-all members will continue next year.

Policies- (Lisa and JoAnne) Community Room policy still needs to be reformatted. First reading of inventory policy was discussed. It was suggested that items not be withdrawn until they have been missing for a year.

Aesthetics-working on redoing the office space. Some things have been moved to storage in the shed.

COVID- Discussion of whether level D-2 should be changed to be just reduced hours to accommodate computer use and tutoring that is happening that wouldn't be able to continue if we move back a level.

Old Business-

Maintenance issues-

Water supply- no change

Electric- the light on the library has been redirected to shine more on the parking lot. However, we may still want a light on the shed to accommodate outdoor programs. Trustees are requested to look at the parking lot after dark to

see what they think, if more lighting is needed for security purposes. Outdoor lighting is currently set for Daylight sensing, rather than timed.

Parking lot-still not swept and sealed.

WiFi- still using Spectrum, if we switch to Hudson Valley Wireless, we may still need to pay for an upgrade from the free level.

Fencing-not clear if this project is complete, yet.

New Business-

Inventory- Spreadsheet has been created for items that have been inventoried. Non-circulating items need to be reviewed for items that may have been missed.

Meetings- Kathy should reserve the community center for Trustee meetings for next year so it is available if needed.

Fines-discussion of whether we should go fine-free. Trustees are charged with reading and researching the dropping of collecting fines before the next meeting.

Trustee terms-Ted and Lisa's terms are expiring, but they are both interested in continuing.

Library Trustees Association-renewal is now done through UHLS so does not need to be a separate item on the calendar.

SAMS- grantee information has been renewed.

Friends report- no report.

Manager's Report-

Covid-concerned about uptick in cases and whether we should reduce library hours to not have multiple shifts working.

Motion was made by Marion to temporarily reduce the number of hours to 30/week and Emilie was the second. Motion carried.

Flipster is being discontinued. Ancestry.com may also be dropped and there could be courier delivery reductions.

The Hilltown libraries may try to pick up deliveries themselves.

Grant for the TED Talk program has been submitted.

Motion to adjourn was made by Ted, Becky was the second. Motion carried.

Meeting adjourned at 8:09.

Respectfully submitted,

Marion Burghart
Secretary