

January 20, 2021 5:45 PM

Wayland Library Board Meeting

In attendance: Kay Thomas, Jean McMillan, Molly Tweddell, Elise Clark, Ted Applin, Kevin Kilbourne, Paula Fox, Nancy Rieglesperger. (absent: Marty Kimmel)

Secretary Report: Lisa made motion to approve the minutes for November/December 2020. Seconded by Nancy. Approved by the board.

Treasurer's report:

Notes: Board has voted via email to approve the withdrawal of \$22,000 from the Gunlocke fund for use in the house project. A previous balance of \$12,000 remained from the original approved expenses and this amount will be combined with the new withdrawal to give a budget of \$34,000 for necessary expenses related to removal of the house.

Ted is continuing to work with 5 Star Bank to obtain a credit card for the library. In the meantime, a petty cash fund has been allocated for supplies needed by the staff.

\$54,000 will be carried over from 2020 to the current year.

Ted anticipates a 7.6% decrease in NYS funding for the upcoming year.

***** (attach treasurer's reports here)

Molly made the motion to accept the treasurer's report. Kevin seconded the motion.

Approved.

Note: Ann Marie requested permission to purchase new books for the library while awaiting the hiring of new director. Board will look into a method to allow for purchase of materials.

President's report:

Kay has been attending STLS meetings in place of director. Most of the libraries are using curbside and appointment practices at this time.

Kay has joined NYS Library Association as a trustee. There are benefits to the library which include an additional venue to advertise our director opening.

Kay commended the staff on their hard work/dedication.

Director Search Committee report:

Paula reported that we have received a few applications after re-advertising the director position in January. The current request for applications runs through January 29, at which time the committee will determine who will be interviewed.

Staff questions:

Brenda S mentioned that she had received a call about a book delivery grant obtained by Jen Farr, but not yet initiated. Further research will be done and Kay will monitor.

Ann Marie is working on obtaining quotes for new receipt printers and library cards. She will work with Ted once the quotes are received.

Jen S is working on resolving some password questions through past bills and paperwork.

House Acquisition report:

Kevin reported that he and Marty are attempting to meet with the village code enforcement officer regarding some requirements before demolishing the house. Further updates will be reported in March.

Security Update: Doyle will be coming Wednesday at 8 AM to run cable.

Plowing: Kevin will work on arranging a plow person who will clear the area prior to opening hours of library.

Tax Cap: Information is not yet available, but Ted and Kim Lattimer, CPA will receive notification.

Doorbell Repair: Bill Huver will come next week and repair.

New Business

Steuben County Aid is dropping by \$5,600 for the upcoming year.

NYS Sick Leave Law has changed. Ted will provide the information to staff at their request.

Jen Schultz reminded the board that the NYS Annual Report is due in February. She will forward the email from STLS regarding an online training that explains the process. Kay will follow through.

Next meeting: Wednesday, March 10, 2021 at 5:30.

Ted moved to adjourn. Kevin seconded. Meeting adjourned at 6:45 pm.

Respectfully Submitted
Jean McMillan