

**Library minutes**

**10.28.21**

**Annual meeting**

**Called to order:** 7:05 pm with board members Jeanne Irwin, Tonja Law, Bob Fucci, Patsy Nicosia, Sue Rorick, Gina Gilbert, Belinda Feris, Kate Walrath and staff Helen Thomas and Joanne Fralick.

**Annual director's report—Attached.**

Helen reviewed the high points, most of which focused on dealing with COVID and programming.

**Treasurer's Report:**

Presented by Tonja and accepted. Jeanne/Bob.

**Election of Trustees/Officers**

Susan and Patsy both agreed to serve new three-year trustee terms and were voted in.

Voted in as officers for one-year terms: President Jeanne Irwin, Vice President Gina Gilbert, Treasurer Tonja Law, Secretary Patsy Nicosia.

**Committee appointments include the following:**

**Budget**—Susan, Heanne, Gina.

**Administration**—Gina (chair), Belinda.

**Facilities Management**—Bob (chair), Susan, Tonja.

**Fundraising**—Gina (chair), Belinda, Kate.

**Joint Facilities**—Susan, Tonja, Patsy.

**Gazebo**—Bob and Belinda.

**Ad Hoc: Ballot**—Tonja, Susan, Jeanne.

Adjourned for regular meeting: 7:52pm.



<u>Ordinary Expenses</u>			
Awards and Grants			
	Youth Scholarship	\$	50.00
Accounting Fees		\$	1,600.00
Programs- Adults		\$	400.00
Programs - Youth		\$	800.00
Facilities	<u>Contract Services</u>		
	Fyr Fighter	\$	900.00
	Janitorial Services	\$	1,900.00
	Cleaning Supplies	\$	100.00
	Property Insurance	\$	4,000.00
	Fuel	\$	2,700.00
	Electric	\$	1,500.00
	Water/Sewer	\$	500.00
	Facilities - Other	\$	200.00
Books, Subscriptions, Reference			
	Print Books	\$	2,800.00
	E Books	\$	800.00
	DVDs	\$	400.00
	Other	\$	100.00
Postage, Mailing Service		\$	400.00
Office Supplies		\$	1,300.00
Telephone, Telecommunications		\$	850.00
Automation			
	MVLS	\$	2,900.00
	Spectrum	\$	1,200.00
Other Types of Expenses			
	Advertising Expense	\$	500.00
	Membership and Dues	\$	200.00
	Staff Development		
	Conference, Convention, M	\$	50.00
	Travel	\$	50.00
Machines	Computers	\$	1,500.00
Payroll Expenses			
	Taxes, Disability, Unemplo	\$	8,000.00
	Payroll	\$	29,280.00
Expenses Total		\$	64,980.00

## **SHARON SPRINGS FREE LIBRARY – Director’s Annual Report 2021**

### **PANDEMIC**

We remained open our regular hours all year, although exposures and other factors caused other libraries to go back to only curbside service or to temporarily close or cut hours. We have had in-person book discussions all year. We started in person story times in September.

Continued the 4-day quarantine of all books and materials in Jan and Feb, decreasing to 2 days in March and ultimately abandoned 5/1/21 when recommended by IMLS. A state response plan was required and produced by April.

In the absence of state-wide mask guidelines, libraries, including ours, responded to the fluctuating levels of case rates and acted according to the policies established by each library. These policies can be enforced just like (no shirt/no shoes). Resistance to them continues to be an issue in many libraries.

In June, all Covid restrictions were removed for fully vaccinated people. Patrons are still encouraged to use hand sanitizer. Unvaccinated patrons are encouraged to wear masks and observe social distance. The Delta variant set us back to requesting masks.

### **PROGAMMING**

Run by Dogs, Short Story Contest, Six race-related Friday night movie showings and discussions, a Short Story Writing Workshop and monthly book discussions comprised adult programming. (Another workshop, short story contest, and a cooking demo coming up.) We had the Rotary quilt on display and sold tickets.

Children’s programming included on-line story times with take and make, two summer reading programs (one with SSCS 4 days a week and one SHS on Saturdays. Participation was better on Saturday than on the weekdays.) ran for six weeks, G. Van Slyke, baby goats, Utica Zoomobile, baby bunnies, and a service dog demonstration.

### **MISCELLANY**

We are now an arm of the food bank and have food and utensils to feed homeless who might drop in.

Annual Great Book Giveaway – Saturday October 2

THE OLD SHED WAS GONE AS OF 4/17/21! The St. Pauly Clothing Shed was installed 8/18/21.

The old TV is gone, sent to MOSA for \$10 in gas. A new TV was purchased with ALA funds.

NYS Annual Report was completed and submitted one day ahead of time (thanks to Gina).

Requested a library directional sign for the corners of Rt. 20. The DOT has indicated that we will get them.

Eric Trahan attended our February Meeting to provide us information about how libraries can be funded and to officially recognize Gina Gilbert’s 2020 Volunteer of the Year award.

Our vacuum cleaner died but a Face Book post to the community provided a replacement.

Director participated in combined advocacy meeting with HVLS and MVLS and Assemblyman Tague, Zoom Met with Senator Oberacker on Library Advocacy Day Tuesday 2/23 along with Eric & Wade from MVLS, and other lib directors.

New minimum standards went into effect requiring us to post information. The most important are #2 (1, 3, 4, 5, and 6 all refer back to 2) and #11 (the expansion of information access). Board agenda, materials and minutes are supposed to be available within 2 weeks, 1 week if there is an executive session. (This means before they are approved at the next meeting.)

MVLS Plan of Service must be submitted to state every 5 years. It requires feedback from member libraries. A consultant was hired for online discussions. Feedback is being reviewed. MVLS has a goal to “create inspiration in our libraries.”

New staff computer replaced the old one which was too old to be supported. New printer arrived.

June SHO termination of Director described by MVLS as an “ugly, disruptive and developing” situation. New staff has since been hired and is in place.

Purchased a CD player to check out with children’s music bags.

Purchased furniture for reading area.

Deb Martin, the Health Care Coordinator who has previously worked out of the Community Room began again 9/16/21.

Director attended/reported on MVLS Board of Trustees and MVLS Directors’ Council meetings monthly.

Sue Fink retired from the board. Tonja Law and Kate Walrath joined the board--New Treasurer and new FB content).

## **GRANTS AWARDED -- \$11,700**

Furniture funding from MVLS Dream and Do grant \$500

MVLS Advocacy grant of \$1400 to redo our brochure. We have compiled and edited text for the new brochure which is still in a design phase. Library cards next.

Stewarts Make A Wish grant for children’s programming \$800 Stewart’s held a check presentation.

American Library Association Libraries Transforming Communities \$3000 joint endeavor with COB and CV—six weeks of race-related movies and discussions and book discussion “White Fragility with scholar.” Record participation

Walmart – Cybergrants 2021 \$2500 for 3 computers and training funds.

Wells Fargo unsolicited \$150

Cares Act funding through MVLS provided \$600 for SRP supplies

Rotary--to buy books related to race and racism. \$250

Advocacy Grant from MVLS to get on the school budget. \$2500