

Haxton Memorial Library
Board of Trustees Meeting
May 12, 2021

PRESENT: Kim Gibson, Carol D'Alba, Jessica Baker, Dan Groth, Carol Glor (representing the town of Oakfield)

Meeting called to order at 6:30 pm

APPROVAL OF SECRETARY'S REPORT:

Motion by Dan Groth with second by Jessica Baker to approve April 14, 2021 minutes with change to Covid mini grant - noting that the library **will** receive \$681. All in favor. Motion carried.

TREASURER'S REPORT: April month end report shows \$103,372.96 in checking. \$84,445.95 in savings. Checking balance will be corrected from 105,235.32 to 103,372.96 on treasurer's report.

Bills for May total \$1,935.29. Motion by Jessica Baker with second by Dan Groth to approve payment of bills. All in favor. Motion carried.

MANAGER'S REPORT: As submitted by Kim Gibson, Library Manager, and on file at the library office. The report highlights attendance for programs throughout the month and various meetings attended in support of the library.

OLD BUSINESS

- STORY TIME UPDATE: Story time started May 3. There are currently 3 groups meeting on Monday morning, Monday afternoon, and Thursday afternoon. Each group is capped at 5 spaces; may increase spaces moving forward.
- CHANGE OF HOURS: Motion by Jessica Baker with second by Dan Groth to approve purchase of new hours sign from Terry's Signs for \$92 plus tax. All in favor. Motion carried.
- WINDOW CLEANING: Mother Nature's cleaning company gave a quote of \$750. A budget transfer from books (7410.410) to equipment repair/maintenance (7410.439) is necessary to cover the cost. Motion by Dan Groth with second by Jessica Baker to move \$750 from books to equipment repair/maintenance to cover the cost of window cleaning. All in favor. Motion carried.
- LANDSCAPING: Peggy Lamb offered to cover the cost of landscaping outside the library. Kim Gibson will talk with Sally Amend about doing the landscaping.
- RE-CHARTER FURTHER DISCUSSION: Tabled till a full board can meet. Carol D'Alba will get a timeline of fees to paid.

NEW BUSINESS

- SUMMER READING UPDATE (CARNIVAL): Postponed till next year because of complexity of Covid regulations and contact tracing this year. Summer reading “starter pack” bags will be put together and passed out to children who come to the library and sign up for summer reading. Kim Gibson will ask the librarian for Oakfield-Alabama school district to meet with classes and promote the summer reading bags/program.
- SUMMER READING DONATIONS: The Lamb family donated a basket of goodies. Joanne Amon donated \$200. Genesee Roofing donated \$50. Dean and Lisa Waldren donated \$100. Dave's Ice Cream donated \$100 in gift cards.
- JOB DEVELOPMENT: April Hooten will work 100 hours.
- KIM'S TIME OFF: Kim Gibson will be off May 29 and June 1 – 4.

NEXT MEETING: June 9th at 6:30 pm.