

Haxton Memorial Library
Board of Trustees Meeting
June 9, 2021

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

Meeting called to order at 6:35 pm

APPROVAL OF SECRETARY'S REPORT:

Motion by Denise Dimatteo with second by Jessica Baker to approve May 12, 2021 minutes with change to Kim's time off – remove May 29 from days taken off. All in favor. Motion carried.

TREASURER'S REPORT: May month end report shows \$97,980.34 in checking. \$84,448.10 in savings.

Bills for June total \$1,456.83. Motion by Jessica Baker with second by Denise Dimatteo 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

- WINDOW CLEANING: Mother Nature Cleaning took longer than expected due to issues with grease on windows facing Santino's Pizza. They recommend cleaning the library windows every other year.
- LANDSCAPING: Sally Amend weeded and mulched the gardens outside the library. Kim Gibson will send a thank you card on behalf of the library.
- SUMMER READING UPDATE: Jessica Baker and family stuffed the summer reading bags for participants. Kim Gibson and Kathy Engle will present the program to students at Oakfield-Alabama schools. The librarians set up a story walk outside the library for children.
- STORYTIME UPDATE: 1 story time session to take place during the summer on Mondays at 10:30 am.
- BOOK CLUB: 4 people attended the June 9 meeting.

NEW BUSINESS

- NOTICE FROM IRS (OVERPAYMENT): The overpayment in 2020 may be used as a credit

on the next quarter.

- **CHANGE OF HOURS (SUMMER HOURS):** Summer hours: Fridays from 2 – 5 pm. Closed Saturdays. These hours will continue until the first week of September.
- **BUFFALO NEWS?:** The cost for a subscription increased from \$474 to \$588. Kim Gibson called their office to see if this cost could be brought down – she is waiting to hear back. She will cancel this subscription if they cannot bring the price down.
- **KATHY'S SUMMER READING HOURS?:** Assess after 2 weeks to see if she needs to come in each day. Motion by Denise Dimatteo with second by Jessica Baker to increase her hours from 19 to 25 if needed. All in favor. Motion carried.
- **SAFETY PLAN AMENDMENTS WITH NEW CDC GUIDELINES:** Motion by Jessica Baker with second by Denise Dimatteo to add amendment to plan that masks are required if patrons are not fully vaccinated. All in favor. Motion carried. Kim Gibson will post this notice on library doors, bulletin board and on Facebook.
- **RE-CHARTER DISCUSSION:** Tabled until full board is able to meet.

NEXT MEETING: TBA – Kim Gibson will arrange a day/time when a full quorum can meet.