

Haxton Memorial Library
Board of Trustees Meeting
June 14, 2023

PRESENT: Kim Gibson, Carol D'Alba, Denise DiMatteo, Lynette Crawford, Jessica Baker, Janet Klotzbach

Meeting called to order at 6:33 pm

APPROVAL OF SECRETARY'S REPORT:

Motion by Lynette Crawford with second by Jessica Baker to approve May 2023 minutes with spelling changes. Motion carried.

TREASURER'S REPORT: May month end report shows \$90,680.11 in checking. \$84,482.42 in savings. Motion by Jessica Baker with second by Denise DiMatteo to approve May report. Motion carried.

Bills for June total \$4,671.29. Motion by Denise DiMatteo with second by Jessica Baker to pay June bills. 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

- VOTE PASSED/NEW BOARD MEMBER: Library attorney stated that the terms for newly voted in board members will take effect when the charter is completed. Justin Staebell will step down for the remainder of his term and Janet Klotzbach will assume his term until then. Justin Staebell will send letter of resignation and Janet Klotzbach will submit letter of intent to the town of Oakfield.
- PATRON COMPUTER CLASS: 4 patrons attended the latest computer class. Classes have been booked for the next three months. Kim Gibson will advertise these classes through the library patron email list.
- BOOK CLUB: 10 people attended the latest club meeting. The next book discussed will be *The Children's Blizzard*.
- TALENTED THURSDAYS UPDATE: Details on file in the manager's report. Sessions are going well.
- LANDSCAPING: Landscaping in progress. Carol D'Alba will submit bills for ~ \$300. New ornamental maple tree donated by Carol D'Alba and Lynette Crawford. Motion to formalize the verbal approval of a budget allocation of no more than \$350 for landscaping by Jessica Baker with second by Denise DiMatteo. Motion carried.

- SUMMER READING UPDATE (CARNIVAL): Materials, supplies, prizes and decorations are ready for the carnival. Popcorn and cotton candy will be passed out. Volunteers and board members will arrive at 6 pm on June 29 to set up. Summer reading will run July 3 through August 17. The ending program will be from 6:30-8:30 pm on August 17. Ice cream will be passed out.

NEW BUSINESS

- LAWYER UPDATE/LISA (NIOGA)?:
 - Meeting will be set with Robert Schofield to go over by laws and to sign consents to serve and oaths of office. A notary needs to be present. These must be done by July 3 and sent to the DLD. Meeting set for June 26 at 6:30 pm at the library.
 - Lisa Erikson offered to submit paperwork to DLD on library's behalf. Board decided to go through the lawyer instead.
 - The town of Oakfield's attorney, Craig Welch, wants information on the building deed. The town board approved a resolution to give the building to the library, but with a stipulation that if the library ever closes, the building will revert to the town. Robert Schofield will contact Craig Welch to discuss maintaining the current "status quo" for the building until the charter goes through.
 - Carol D'Alba will contact the town to request garbage service and lawn care to continue until December.
 - The village of Oakfield voted to formalize maintenance of the library sidewalks and ramp with a clause that the library will not go after them for liability.
 - Carol D'Alba will talk with Pavilion board contact for a to do list following the vote.
- WAIVER LETTER: Denise DiMatteo will tweek Lisa's letter and send to Tom Bindeman to sign for Kim Gibson's paperwork.
- SCHOOL VISIT (SOMETHING NEW): Amy Joslyn created a powerpoint on summer reading to present at breakfast at the school. The ppt has Amy and Kim Gibson's voices recorded as part of the presentation. The powerpoint will be posted on Parent Square and Facebook. A flyer will go home from the school.
- STEVE HAWLEY BULLET AID GRANT (\$2,850): A May 24 letter notified the library that it will receive \$2,850 from the bullet aid grant in October/November.
- ALABAMA: Carol D'Alba received an email from the town of Alabama asking when they should levy taxes. She requested that they release the second installment of \$5,000 to the library.
- PATT FAGAN THANK YOU GIFT: Kim Gibson sent a small thank you gift to Patt Fagan for her great work on the library recharter.
- LABOR DAYS: The library will set up a table with a basket raffle.
- EXTRA MEETINGS: A working session is scheduled for July 17 at 6:30 pm at Lynette Crawford's house. Need to discuss extra marketing, administrative tasks, new policies, and look carefully at the budget.

NEXT MEETING: July 12th @ 6:30 PM

Meeting adjourned at 8:48 PM.