

Haxton Memorial Library  
Board of Trustees Meeting  
February 10, 2021

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

Meeting called to order at 6:35 pm

APPROVAL OF SECRETARY'S REPORT:

Motion by Dan Groth with second by Jessica Baker to approve January 13, 2021 meeting minutes. All in favor. Motion carried.

TREASURER'S REPORT: January month end report shows \$41,697.68 in checking. \$82,310.04 in savings.

Bills for February total \$667.19. Motion by Denise Dimatteo with second by Dan Groth to approve payment of bills. All in favor. Motion carried.

Motion by Dan Groth with second by Denise Dimatteo to approve December treasurer's report. 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

- CORRECTION ON BUDGET REVENUE LINE: Kim Gibson updated the 2021 budget – placed the employee credit under miscellaneous and removed the fund balance.
- BERGEN LIBRARY EMAIL ABOUT RE-CHARTERING (CAROL D): Carol D'Alba spoke with the Corfu librarian about becoming a school district library. She suggested elevating the library budget to avoid going through the voting process every year. (Library budget only up for vote when the budget changes.) Carol emailed Bergen's library board president to set up a meeting to discuss questions over the re-chartering process. These questions include:
  - If Haxton re-charters, would this affect Kim Gibson's position as library director? Kim holds an associate degree but a school district library may require a bachelor's or masters. Could she be grandfathered into the position based on her 20+ years experience?
  - The \$10,000 for the re-chartering process – where will this amount come from?
  - What is the benefit of going through this process with Bergen library as opposed to on our own?
  - Who will be responsible for building maintenance? The school district or the library itself?

Carol D'Alba invited Corfu's librarian to present on the re-chartering process to Haxton's board and any interested town of Oakfield board members during March's board meeting. Kim Gibson will notify Nioga about the presentation so that Nioga members can attend as well. Carol D'Alba and Kim Gibson

will make a list of questions to ask at the presentation. The March board meeting agenda will be shortened to make room for this presentation.

- SICK PAID LEAVE (COVID PROCEDURE FURTHER DISCUSSION): Ask Joanne Amon if library employees eligible for FFCRA. If an employee tests positive for Covid they will need to quarantine for 10 days. Motion by Jessica Baker with second by Dan Groth to approve 10 days of pay for the first instance that employees test positive for Covid and must isolate per a health department order. All in favor. Motion carried.
- JOANNE AMON FUND BALANCE QUESTION: \$2,589.78 fund balance from December 2020 will transfer to savings. Kim Gibson will itemize the savings balance to identify the purpose for different amounts.
- JUSTIN (DONATION APPEAL): Tabled for future meeting.

#### NEW BUSINESS

- FAMILY LITERACY GRANT (\$370): Haxton library received \$370 in grant money. Used to purchase 3 stem kits from Pentworthy.
- NIOGA TRUSTEE NOMINATION: Robert Conrad from Batavia's library sent an email about the 2 open positions at Nioga. He is asking Haxton to support a nomination for Andrea Fetterly. Carol D'Alba needs to sign off on this nomination.
- MOVIE LICENSE: Movie license not used in 2020 due to Covid. The licensing company granted a 6 month credit to use from October to March of 2023. Kim Gibson will email and ask if Haxton can use this credit for this coming summer.
- DG SUMMER READING GRANT: Kim Gibson and Jessica Baker applied for a summer reading grant of \$3,000 from Dollar General.
- ANNUAL REPORT: Deadline extended to April 1, 2021. Kim Gibson is working to complete it.
- RICHTER PHONE CALL: The Richter's called Kim Gibson and expressed interest in helping the library purchase new materials.

NEXT MEETING: March 10<sup>th</sup> at 6:30 pm.