

Haxton Memorial Library  
Board of Trustees Meeting  
August 19, 2021

PRESENT: Kim Gibson, Carol D'Alba, Denise Dimatteo, Jessica Baker, Dan Groth, Justin Staebell

Meeting called to order at 6:32 pm

**APPROVAL OF SECRETARY'S REPORT:**

Motion by Justin Staebell with second by Denise Dimatteo to approve June 9, 2021 minutes. All in favor. Motion carried.

**TREASURER'S REPORT:** July month end report shows \$84,296.97 in checking (corrected from 84,423.82). \$84,451.45 in savings. Motion by Denise Dimatteo with second by Justin Staebell to accept ammended July report with correction to checking amount. All in favor. Motion carried.

Motion by Justin Staebell with second by Dan Groth to accept payment of July and August 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**

- **SUMMER READING:** Great numbers this year! Program was successful and well managed.
- **DISCUSS/REVIEW/VOTE FOR RE-CHARTER:**
  - The town of Oakfield will work on next year's budget in September – Kim Gibson will ask Carol Glor what the town intends to do with the money not given to the library from this year's budget (~\$30,000).
  - The library will need an intermunicipal contract with the town for services rendered. Need to clarify lease on building with town.
  - The rechartering process would ensure financial stability and the library's ability to continue in perpetua.
  - Haxton library is one of two libraries not currently affiliated with a school district. The other (Bergen) is in the process of restructuring.
  - The library needs a clear line by line list of costs currently covered by the town.
  - Need to be ADA compliant and factor in cost to install elevator to the basement. Check on previous estimate for this and include in costs.
  - Need to plan for preventative maintenance – i.e. the boiler, HVAC, plumbing, electric.
  - There are some concerns over timing of the vote due to pandemic and those who are out of work. Alabama residents would see a tax increase. Oakfield residents would not.
  - What would happen to the library budget line on the town budget? Carol D'Alba will ask Corfu library what happened to their town budget line and call Mike fom the Oakfield town board.

- Carol D'Alba will ask Carol Glor about a monetary contribution from the town of Oakfield toward the rechartering process.

Motion by Justin Staebell with second by Jessica Baker to move forward with the rechartering process. All in favor. Motion carried.

## NEW BUSINESS

- **LIABILITY INSURANCE INCREASE:** Increase of \$225.15 for 2022. 2022 total premium is \$2,295.43. Kim Gibson will ask insurance company for the reason for coverage increase.
- **NYLA CONFERENCE:** November 3-6. Kim estimates that her cost to attend the conference will be ~ \$473. Motion by Denise Dimatteo with second by Justin Staebell to send Kim Gibson to the conference with expenses not to exceed \$575. All in favor. Motion carried.
- **CARES ACT REFUND:** \$681 received on behalf of Nioga for PPE supplies.
- **LIONS CLUB BENCH:** The Lion's club asked to place a bench outside the library. It will need a concrete slab (provided by town). Kim Gibson will tell them yes.
- **VOLUNTEERS APPROVAL:** Motion by Denise Dimatteo with second by Dan Groth to approve new volunteers Amora Mabon and Nathan Staebell. All in favor. Motion carried.
- **CHILDREN'S LIBRARY CLERK POSITION:** Kathy's last day will be September 3. 2 people have shown interest. Kim Gibson will post the job opening on the library doors and on Facebook.
- **NIOGA DINNER:** September 2. Carol D'Alba and Kim Gibson will attend.
- **FALL HOURS?:** Fall hours would be closed Fridays, open Saturdays. Keep summer hours for now until new librarian is hired.
- **GO ART GRANT WORKSHOP FACILITY APPROVAL:** Requested to use library facilities to run a grant workshop on September 18 from 10 am – noon. Motion to approve request by Dan Groth with second by Justin Staebell. All in favor. Motion carried.
- **MOVIE LICENSING:** New billing starts in October. Kim Gibson will decline services.

NEXT MEETING: September 8 @ 6:30 pm.