

The Elizabeth B. Pert Library, Route 414, Hector, NY



## BOARD OF TRUSTEES EXECUTIVE MEETING:

Date: January 27, 2025

Present: Bobbie B, Andrea N, Nancy D, Ella P, Kylie R (Tom P. Absent)

Brian H has not gotten paperwork for us to sign to be a chartered library yet. Our Board of Trustees is as follows: Bobbie B. – President, Kylie R. – Vice President, Nancy D. – Treasurer, Ella P. – Secretary then Tom P., Tim A. and Sue W. – Members at Large. Andrea N. is our Library Director and is welcome at all meetings of the Board. Board members terms are for 3 years. Public is allowed to vote on Board Members at the same time as Budget vote. We also need to decide on regular monthly meeting dates. We talked and at this point decided on last Thursday of each month @ 6:30 PM.

Bobbi B. needs us to help update all our old library policies to fit the criteria for the State of New York Library System as we move forward to be an official chartered NYS Library. Nancy D and Kylie R both volunteered to help with policies of which there are many. Examples: Financial, Code of Conduct, Library Use, Etc. It was also brought up that at the meeting with our library volunteers last week a question was raised about public use of the library. Are we going to allow people to use the library afterhours? It was mentioned that Watkins Glen and Odessa libraries do not allow people to use their libraries after hours, but Montour Falls Library does and charges \$40 per hr. It was also stated the Presbyterian Church in Hector charges \$150 per hr. and the Fire Dept. charges \$400. We also discussed our concerns on liability

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and extra utilizes usage also weather could cause issues with ice and snow. We also feel a staff member needs to be present. At this time until we make a permanent policy on use, if someone wants to use the library they need to have permission from the Board of Trustees and be during public hours. We agreed the Book Club and Sustainability Meetings would be grandfathered in.

So far we have had several expenses, one being a Bookkeeper (Rebecca Carroll), unemployment insurance, family disability, withholdings, paychecks. Nancy D. stated she felt that the agreement that was made with Bookkeeper at first meeting is different and would like Bobbi B to go with her to meet with Rebecca C. so we are all on the same page. Bobbi B. agreed and Nancy D. was going to set that up as soon as possible.

Bobbi B., Andrea N. and others have been trying to set up Children and Adult Programs each month. We do need to stay within in our allotted budget for programs. Here are some programs that were discussed: February – the Magician (\$370), the National Forest might be willing to do some programs which are mostly Free. Starting in March – Crafty Peeps April – Container Gardening done by Liz Martin (one of our volunteers) The Mad Hatter Tea Party on Saturday morning along with Story Hour, dress up like princesses, with cookies and punch. May – Story Hour, also possibly Eugenia Barnes, the quilt appraiser, on May 15<sup>th</sup> which is a paid event for adults. Looking into having Music at the Library as weather warms up. Joe Chicone in August to discuss the history of music and playing, plus

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Carol Mikoda in September to sing and play. November we are planning a wreath making class on a weekend before Thanksgiving. December we have the Christmas Party that we do with the VLH Auxiliary.

We also discussed that our library can apply for 2 Arts Grants a year.

Kylie R. said she knew that there is reading program grants for Children and Adults from Dollar General – Literacy Foundation. Visions Credit Union has grants we can look into and their staff will volunteer to help at events.

Our next meeting is Feb. 27 @ 6:30 PM.

Adjourned meeting @ 8:00 PM