



Meeting Minutes
February 12, 2022

Present – Michele D., Cathy, Kari, Kelly, Pam, Michelle C.

Absent – Bud, Jared

Meeting opened at 8:39 am

PUBLIC PARTICIPATION

SECRETARY'S REPORT

Michelle C.:

- Kelly emailed minutes from November 2021 prior to the meeting
- motion to approve by Pam with second by Michele D. ; all in favor

TREASURER'S REPORT

Kari:

- Presented amounts in all accounts
- motion to approve by Pam with second by Michele D.; all in favor

DIRECTOR'S REPORT

Cathy:

- Completed the tax cap override; provided a letter to the school for an \$8500 increase. Will provide information to the public
- Pause on Tales to Tails (second Thursday of each month) – every attempt families couldn't come in for one reason or another; called Donna Dombeck to let her know, she was having issues herself. Will try to reach out to families again
- Computer for Kari – contacted Pat Jones – he will transfer information from old computer to the new one
- Contacting STLS for help with the website, calling Erica to come out and help get into the website
- Subscription boxes are very successful; more boys than girls are participating; about 43 boxes in circulation, wants to increase this and will be sending information home. Kelly suggested having subscription boxes for senior citizens
- PreK Fridays are continuing, some cancellations
- Working on the Annual Report which is due 2/28/22; they're asking for a breakdown of ages – need a whole new spread sheet, can also include virtual programs. Suggested to have a sign-in sheet for future programs to make things easier
- Hoping to start bringing in some groups again, e.g., after-school; as long as numbers keep coming down, would have to wear masks
- Still have masks and testing kits available – advertised online
- Got the headphones – have a policy

OLD BUSINESS

1. Handicapped access project update: In the fall got a letter SHPO which said they cannot approve the project, Kelly responded with a letter; then got a letter of resolution saying we had to take professional pictures of inside and outside of the library – they have approved it. There is a federal account that has

to set up, waiting for Brian to get back to Cathy to get this set up – last component to get the project started. Next step once everything is approved will start looking for bids

2. Building renovation work: brick work out front; there's a down spout which is plugged. There's a lot of work that needs to be done
3. Christmas tree project: had 30 trees total, prices of trees went up, village put them up as soon as they came in. Not sure about next year, prices are skyrocketing. Will have to wait and see; maybe have 2 or 3 people go in on a tree, maybe have fewer trees
4. Tax levy letter to school: Kelly signed and will get it mailed out; will increase the level by \$8500. It's very difficult to advertise – Wellsville Sun, Cuba Patriot; explain/educate the reason for the increase
5. Basket raffle: made \$1060 at the bank; \$70 in donations; \$320 deposited in bank – had about 30 to 35 baskets, will try to get to 40 next year. Maybe have more children's baskets
6. Meeting organization:
 - a. Need to begin posting our meeting minutes
 - b. Begin to advertise meetings for March 2022, will also offer virtual
 - c. Public participation – add public participation to agenda and develop policy for public participation
7. Review policy updates from November 2021:
 - a. Computer Policy: clarified from 1 hour per person to 2 hours if opened more than 2 hours at Cathy's discretion; the use of headphones while using computers at director's discretion; refraining from excessive noise
 - b. Customer Behavior policy – will not argue or fight with library staff or place library staff in uncomfortable positions

NEW BUSINESS

1. Fall Festival: Do we want to plan on doing this? We haven't done it in two years; Pioneer Oil Days will be happening
2. Annual Report: Kari sent that to Robert and he will send it to us when he's done
3. Annual Meeting:
 - Election of Officers: Kelly volunteers to stay as President
Treasurer position can be overwhelming (Pam suggests getting some “young blood” onto the board); brainstorm names of possible future board candidates

Kelly as President; Pam as Vice President; Kari as Treasurer; Michelle C. as Secretary

Motion to accept the elected officers - Pam made the motion; Kari seconded; all in favor

- Assistant library director review (Jennifer) – she's a good worker, works hard
Chris will be leaving in March/April – will have to let her know she will have to be a sub
- Library Director review – awesome job with all the programming; starting the subscription boxes. Cathy is worth every penny! Excellent at getting people into the library. Very happy with what she does for the library and the community. Her last raise was in February 2020; motion to raise Cathy's salary by 6% effective immediately made by Kari, seconded by Michelle C.; all in favor

Motion to close the meeting at 10:15 am by Pam with a second by Michele D.; passed unanimously

Next meeting – March 12, 2022; 8:30 am