

Hazeltine Public Library Board of Trustees Meeting 5/25/21

Meeting CTO 5:25 PM by Erin Pangborn, President  
All members present as well as K. Smith, Library Director

**TREASURER' REPORT:** Judy reviewed inc/exp for April, noting bills totaled \$13,313.66. \$4000.00 was received from NYS for current construction grant. Liz moved to approve items as presented, Sally 2nd, all approve April financial report.

**MINUTES:** Trustees reviewed April minutes as presented by Liz. No concerns. Sally moved to approve, Judy 2nd, April Minutes approved.

**CORRESPONDENCE:** Donation of Amish made facial masks was given by Humble Hands/Jamestown Plastics of Brocton. There is now a large number of multi-colored cotton masks available free to the public in the library.

Letter received from Busti Church of God informing us that the library has been put on their prayer list at the request of an employee,

**DIRECTOR'S REPORT:** Written report attached. Katie noted the following highlights: Weekly lawn care is going very well per new service. We are on schedule with Turf Tenders for a recommended weed/feed application. No public attended recent presentation regarding grocery savings. Katie will be accessing a webinar regarding updated library policies pertaining to COVID.

CCLS will issue guidelines which each library can modify as appropriate.

CCLS has planned a Summer Reading Program around COVID guidelines. The theme will be Tails and Tales using a TO GO format. Participants will receive a weekly bag of activities, games, and books to use at home. Children in grades K-6 are eligible to register thru July 9th. Give BIG CHQ set for June 10th.

New contact at NYS has sent us a check for \$162 from the Hazeltine Fund, representing interest for 2016-2020.

She is looking into returning the original bequest to us for our own investment, states paper records regarding this are held offsite in Albany.

Lisa Rexford has completed the 990 and will receive a \$100 gift certificate to Wegman's.

Katie states we may need to purchase a new pump for our well- McCandless has had to restart it twice and we need to have line tested.

#### **OLD BUSINESS:**

Insurance Review- Nikole reported comparisons to date. Liz and Sally pointed out that a review was made last year, with same findings. Katie has met with current provider and they continue to offer most thorough coverage for best price.

Sally moved to make no change, pay bill to J. Edwards as always, Nikole 2nd, all agree.

990- has been filed

Shed UPDATE: Katie has checked with funders, no objection to changing from a BOCES construction to Amish. Necessary due to current construction costs. Pledged so far: CRCF: \$4000.00

Sheldon: \$1300.00

NYS: \$14,000.00

Sally has researched options available from Amish, they allow us to build a much larger building for less than previous quotes.

For \$10,960.00 we can have a 24x20 structure with 9 windfows, one regular door, one double wide door, ramp, metal roof, siding, insulated roof and floor. This price will include delivery and leveling. Schematic attached. We will still need to provide sidewalk extension, site prep and pad, electricity. Erin moved to approve going forward with this plan, Liz 2nd, all agree. Katie will inform BOCES and architect regarding this change, apply for permit.

### **NEW BUSINESS:**

**(First 3 agenda items already discussed above)**

By-law review: (katie- I couldn't remember what was said about this)

Judy moved to adjourn, Sally 2nd, meeting adjourned at 6:30 PM

Next Meeting: June 22, 2021, 5:30 PM

(Note: members went outside to look at proposed placement of new building)