**WORCESTER-SCHENEVUS LIBRARY** OFFICIAL MINUTES: November 13, 2019

**170 Main Street, Worcester, New York 12197**

Diane Addesso, President of the Board of Trustees, called the meeting to order at 6:11 p.m. In attendance Trustees Barb Hamil, Jo-Ann Scheiner, Scott Brady, John Tauzel and Christy Deitchman were present as was Library Director, Mindy Baker. Chriss Odell was not present.

**Minutes**– A motion (Brady, Hamil) to accept the Minutes of the October 9, 2019 Trustees Meeting, was approved.

**Treasurer’s Report –** Sandy charged $75 for two months, including the 3rd Quarter Report.

Current balances: FAM Funds $60,811.58, Capital Campaign $17,035.48, Operating $63,480.38

2020 Budget vote tabled until next month, needs to have FICA line item added at $1800. Discussion followed regarding budget vote for increased funding from schools which also depends on the future of Schenevus School.

**Director’s Report –** Halloween Trick or Treat went well with over 140 visitors, although the storyteller did not show up. Belly Dancing and Magic, the Gathering have moved to sign ups only and are then cancelled if no sign ups. It was decided that a credit card with 2% cash back is not needed at this time. Mindy will start working on a five-year plan from information learned at the Day of Learning at SUNY Oneonta. Attendance has increased. Bill Brower, from the Bookmobile, will be at the library on Saturday, December 21st to read the Polar Express. Coat tree is arriving soon. Asking for Thanksgiving Recipes for November and Holiday Cookie Recipes for December with possible extension for chili recipes to combine into book for the library or to offer for sale. Janet Techke would like to use library for a painting social. Talk of a possible contest for a logo design for the library, still need to work out parameters. Bill Ryan is getting dusk to dawn lights. Brief discussion as to where to put the drop box but need to see how lights work in back first. Senior Scam event on 11/5 at 1pm with the possibility of moving the date.

**New Business -** The Friends have started their membership campaign.

**Capital Campaign -** Bill Ryan’s estimate for bookcases is $20,000 which is half of the original researched cost of $40,000. An email was received from the Friends regarding furniture for the library. Discussion followed regarding using the two $10,000 donations to pay for the bookcases.

A motion (Scheiner, Tauzel) to move the $10,000 donation from the Operating Account to the Capital Campaign to cover cost of bookcases, was approved.

**Old Business -** Scott is the new liaison for the Wieting. The Wieting is dividing the storage space into four sections. Need to decide about what to do with the desk currently in the library’s storage space. It was discovered that the library had been paying the electricity for a few outlets of the DAR as they never updated their electricity to circuits. The outlets are now separate from the library. Robinson Broadhurst grant is due soon. Fax machine is not working correctly and it was decided a new one is needed. Discussion regarding talking to Tim Powers about possibilities of contracting for an all in one fax machine. Mindy’s evaluation will be in January. Need to ask 4CLS about sensitivity training and who needs to take it. Mindy needs to complete evaluations of Joanie and Linda.

A motion (Scheiner, Brady) to request money for screens for the windows, waffle blinds and for commercial size business equipment with final amount to be contingent on final price for an all in one commercial printer, was approved.

A motion (Hamil, Scheiner) to spend $250 on a new fax machine, was approved.

A motion (Scheiner, Hamil) to go into Executive Session, was approved.

A motion (Tauzel, Brady) to exit Executive Session, was approved.

A motion (Hamil, Brady) to increase employee salaries as follows: Linda from $11.50 to $12.00, Joanie from $12.50 to $13.00 and Mindy from $13.00 to $14.00, effective December 31st, 2019, was approved.

***Adjournment*** – The President set the next Trustees meeting for Wednesday, December 11, 2019 at 6:00 p.m. at the library.

A motion (Brady, Tauzel) to adjourn, carried unanimously. The meeting was adjourned at 8:02 p.m.

Respectfully submitted,

Christy Deitchman