

April 19, 2021 Minutes

Our mission: to be the community hub connecting our patrons to the world.

Jordan Bramley Library Board of Trustees

Minutes for Regular Monthly Meeting

Monday April 19, 2021

6:32 pm start time

Attendance: L. Byrnes, T. Sullivan, M. Smart, D. Barber, D. Strauss, S. MacDowell,
L. Johnson (arrived 6:42 pm)

The Pledge of Allegiance was recited

Linda gave the Director's and Treasurer's Reports for February, 2021 and March, 2021; and the February, 2021 and March, 2021 Meeting Minutes were given to each trustee:

Trustees reviewed with some discussion. Tim asked about the PPP Loan, and Linda stated we only applied for the first loan which becomes a grant.

Linda noted that the electricity to the pole barn was out and discovered that the underground wire to the barn was "fried". \$450 was spent to repair the damage. It was also noted by Tim that we are still waiting for the reimbursement for the roof repair from the Museum due to members having not returned from their winter homes in the south.

Linda also discussed that due to Covid, fines have been lifted from patrons and discussions with OCPL are ongoing into solutions to recover Lost Items. Linda will run a report for our library. Loretta stated it is a sad part of running a library; items come up missing all the time.

Linda displayed four of the Wonder Books which were purchased with a grant. We are the only library offering these interactive books and Linda is excited to get them into circulation sometime this week.

Mindy asked about the incident with the banned patron by the front entryway within "ear shot" of the students in the school's preschool program. Linda stated she followed up with the J-E preschool teacher, who stated she was aware of the incident and kept the students occupied and distracted until it was over and no student was aware/disturbed by the inappropriateness of the banned patron. Linda is keeping notes of any interaction with the patron. The March Minutes were discussed, with the ban being in place through the end of June. Without a board meeting in July, the board will discuss the ban during its August meeting.

Linda discussed her goal of developing a "What if" list in case something happens to her and she is incapacitated. This list would enable staff members to carry on the daily tasks of the library in order to provide continued service to the community and our patrons.

A motion was made to accept all the reports. Motion: T. Sullivan

2nd: S. MacDowell

Vote: All Yes

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Agenda item 1: Infrastructure

A motion was made to accept S. MacDowell's recommendation to have the 10 windows replaced by House of Windows and Doors. Motion: D. Strauss

2nd: T. Sullivan

Vote: All Yes

Ceiling: Stew is meeting with Rich & Gardner tomorrow to discuss possible solutions to the problems with the ceiling, insulation, and roof. Discussion occurred in order to repair the ceiling we must remove the insulation due to the mix. Dick recalls there is a mixture of traditional and blown insulation and thinks there are trusses between the roof and the drop ceiling. If we are looking for space and a possible second floor or open mezzanine to house an office for Linda, the distance between the drop ceiling and the roof is crucial. Ideas from Darcy's children's "pirate ship" nook to Dick's fireman's brass pole were stated as possibilities for adding space within the confines of the building as it stands now with the lightheartedness, it was understood the need to ensure accessibility while following fire codes for the building. Linda discussed the western wall and how it has shifted over time. Types of replacement ceilings were mentioned from drop ceiling to drywall with access, along with replacement lights. Linda and Dick discussed the roof costing \$17,000 as a stand alone. Stew stated that the insulation can cause roof issues. Stew stated tomorrow's meeting will be a fact finding mission and the problem will be where do we stop? We can fix existing problems or we can go big while fixing those issues. Dick stated we need to start creating relationships with our state representatives and begin to look at any grants available. Dick also gave a big thank you to Stew for all his expertise and work on these possible projects. We thank you, Stew! Stew will also reach out to Henderson/Johnson and he will bring information to next month's meeting.

Roof: Tim stated the metal roof would be similar to Bailiwick's at \$62,000 and a traditional shingle roof at \$45,000.

Landscape/Hardscape: Tim stated Squire Gardens did a walk around and it was discussed we are looking for low maintenance (shrubs/perennials) and to incorporate 4 canal stones; and the library has a drainage problem and needs to get the water away from the building. We may need to coordinate with the village to run drainage under the sidewalk. Tim stated Sollecito needs a commitment of \$3,000 plus to do the work, and Tim will call Demarco's for an estimate. Tim also gave a big thank you to Holly Czarnecki and her husband for the trimming of the shrubs and the clean up they did around the library.

Agenda item 2: Current happenings

Our booth for the Fall Festival has been moved to the outside of the grounds, running along N. Chappell Street. We need to make sure to sign up to volunteer.

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Another big thank you to Holly for the Mother's Day and Father's Day raffles! Tim stated he and Julie discussed fundraising. Dick stated we could ask patrons directly and let them know what we are fundraising for. Loretta suggested a GoFundMe Page online.

Linda and Tim will be meeting with architect, Diana Jaramillo, from Kin Studio to garner ideas for the interior of the library. Linda is open to any and all ideas so that the space can be better utilized and meet accessibility regulations.

Agenda item 3:

Annual meeting feedback: the discussion centered on how well it was attended and that it went well.

Policy updates: Linda gave copies of the Whistleblower policy to trustees and will discuss and vote next meeting. Mindy found some discrepancies with the By-Laws and amendments in regards to terms/years a trustee could serve. She will scan to Dick and Loretta who has offered to type up the current by-laws.

The N.Y. State Main Street Program - Tim wants all our wish lists in order so that when/if moneys become available, the library could be a benefactor; showing lawmakers/local governing bodies that we are ready to proceed with improvements/projects. Tim encouraged others to check out the website and/or article Linda has.

Around the table:

Linda: so glad to be back!

Loretta: zoom was great and useful during this time of the pandemic

Stew: will report back on the construction issues and his meetings

Dick: a big thank you to Stew

Darcy: excited about all the possibilities and changes that could happen

Mindy: narrowing down the logo - Linda would like the logo trimmed in gold and make the earth green on the globe, a gold crease, and the mission statement following the curvature of the book pages below the book. Mindy will email the JE teacher involved. The resolutions for the bank and the MML's were brought up and should Darcy be added. Dick replied Yes and Mindy will research it.

A motion to adjourn at 8:16 pm: Motion: D. Strauss

2nd: D. Barber

Vote: All Yes

Respectfully Submitted,
Mindy Smart,
Secretary

