

June 20, 2022

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

Jordan Bramley Library Board of Trustees

Minutes for the First Annual Stakeholders Meeting and the Regular Monthly Meeting

Monday June 20, 2022

Start time: 6:02 pm

Attendance: L. Byrnes, T. Sullivan, D. Barber, M. Smart, S. Ziembra, A. Ryan, S. MacDowall

Guests: Ken Bush Jr., Kathryn Vellone

The Pledge of Allegiance was recited.

### **The First Annual Stakeholders Meeting:**

Tim S. welcomed our guests and stated an invitation went out to members of the town, village, and school district to attend.

#### **Jan. 2022-June 2022**

Tim stated the landscaping project created a much improved appearance for the front of the building, but the outside lighting no longer is working. Mindy S. asked if Reilley Landscaping had been notified. Linda B. replied the village has talked with Dave Reilley and they are working on finding the issue.

Tim announced Dick Strauss has retired from the board of trustees, thanked him for his service, and stated Dick will continue to train new trustees. Dick is NY state certified and will continue training into the future.

Linda B. stated our Plant/Book Sale raised \$543.25 and thanked Stew for continuing the sale of the leftover plants at his church.

Tim stated our Easter Bunny visit in coordination with our spring basket sales received rave reviews.

Tim stated the donated bench would be exchanged for passes to the pool. Linda added the bench will be placed by the Little Free Library at the pool and the library will receive one family pass for 5 years. Steve asked if the bench was secured. Linda stated it would take a crane to remove and several members quipped the weight might still not deter a thief.

After a chuckle, Linda moved on to say the library will purchase a second pass and patrons will be able to sign out the passes for a day. A dated note will be presented to the turnstile attendee at the pool.

Linda discussed the demise of one of our furnaces. After passing inspection, it decided to die the next day. The replacement cost was \$11,000. After further inspection, it was determined the second furnace is dying from "a broken heart" upon news its partner left the premises, and its estimated cost is \$16,000.

Tim stated to the best of our knowledge the Friends of the Jordan Bramley Library have disbanded.

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Tim also stated there is a Boy Scout Eagle Scout project in the works to build shelving in the pole barn. Upon ending this updated section, Tim asked if there were any comments/questions. Ken Bush stated upon past personal experience it would behoove the library to order the new furnace well in advance to ensure it is here by the time the colder weather returns due to supply chain issues.

### **June, 2022 - Dec. 2022**

Linda stated the construction grant is for \$126,000 which the state covers 75% of the cost and we have used it to replace windows, the front landscaping and are hoping to insulate the ceiling so that the water pipes don't freeze. When the temperature reaches a certain degree, the water must be left on to prevent them from freezing. Stew stated the biggest thing we have to decide is how far we have to go - whether to take the ceiling down or not.

Tim stated we were given a private donation to revamp the kitchen. Linda is still waiting on a quote from a local contractor.

Tim was hoping a village representative was present to discuss integrating with them for the Christmas events. Linda said it would be nice to have the community band with Santa at the library along with the museum being opened. She would also like to have L. Carlson give wagon rides. Tim stated this would give more exposure to our Christmas basket raffle and stated there will be a separate raffle for the donors in which a gift card to Hobby Lobby would go to the winner. He would like the baskets to begin towards the end of Halloween and ramp up to Christmas. Tim is asking for volunteers to help Linda with letters and contacts for the Christmas baskets.

Tim would like to hit the ground running at our August meeting to organize the book sale tent for the Fall Festival.

Tim then introduced Kathryn Vellone as a possible board member and she gave a brief bio of herself.

Tim stated Assemblyman Lemondes gave the library \$3,000 and will be put towards the Summer Reading Program. Linda stated the theme this year is "Oceans of Possibilities". Jonna Weaver will be making the take home kits, the Zoo and the Most will be scheduled for an in-house program as well.

Tim asked for questions/comments to end this section. Ashley asked if the library would do anything on the weekend of the village Christmas event. Linda stated she was hoping to utilize a weeknight when staff would be available. Kathryn added, being in the community band, we would get a better draw on a weeknight and the time could be bumped up to 6:30. Ken Bush suggested doing the weeknight but also have the library open for the basket raffle on the village weekend day and maybe the museum too.

### **Jan 2023-June 2023**

Tim would like to visit with the architect again for our interior plan and incorporate that into our 5 year plan. He would also like to see the plant/book sale be a weekend event with it

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encompassing an evening and the following day. He is hoping to recruit our inhouse arborist, Stew, to give a seminar on the plants available for sale the night prior to the sale. Stew suggested we could move the plant sale to the front of the building now that the landscaping is complete. Stew also stated it would be nice to have an LED sign for the library to announce events. The sign itself is approximately \$5,000 and depending on the aesthetics, the price could double. Tim stated the museum has new life and energy. Linda would like to see the museum and community room swap places. Mindy agreed, feeling it would give the museum more exposure. Linda brought up with the front of the building exposed, we should think about getting signage that is easily readable. Kathryn worried about exposing the artifacts in the museum if they swapped rooms. Darcy stated they could use the windows to display items. Linda stated they are using the display case now which adds some exposure and is a nice addition. Tim would like the school budget issues decided by January of next year. And he quickly moved on to the fate of the pole barn ... **does it stay or does it go?** Stew asked where we would store the used books. Tim stated a large shed that is dry and safe. Darcy stated we just spent \$7,000 on the roof so can we reimagine its purpose. Stew stated we need to meet with the museum personnel. Tim suggested the museum move to main street. Ken stated the town gives them money to pay the library for renting the space. Linda stated they pay a percentage of the utilities and much of the contract is in the handshake from years ago. Ken stated the issue is to serve the community the library and the museum need more square footage. He suggests the museum look at purchasing the old Hawker building along the canal by the festival grounds. Mindy stated you could repurpose or tear down the pole barn and build the museum there by the canal. Ashley felt the library needs to include study rooms for a more modern interior design. Stew stated we need to be mindful of property lines and parking spaces. Tim said there is a survey and we need to look at that for ample parking before we plan to expand. We have now come full circle ... **does it stay or does it go?**

Ken stated his opinion on the county aquarium and wanted to know what some of his constituents felt. As usual, Mindy did not hold back her opinion. We then moved on to the uniqueness of the Turkey Trot and its success and Ken wanted the community to know about the water chestnuts invading our local waterway and trying to mitigate its growth. This concluded the Annual Stakeholders Meeting and we moved on to the monthly meeting. Did I mention I'm experiencing some mild hand cramping as I type the minutes?

Monthly meeting June 20, 2022

The secretary's minutes from the April meeting were reviewed with the occasional snicker (no May minutes ... the May meeting was filled with sweat equity as we prepped for the used book sale). We moved on to the financial reports and the director's reports. Steve stated he has yet to gain access to the MML accounts. Mindy stated she and Linda completed some paperwork in March or April. Steve asked why the Friends donated \$500 to the library. Linda said she didn't know why but assumed it was what was left in the account. Steve stated it's odd to have an even amount. Linda was asked if we were collecting fines. She stated each individual library decides by a board vote and when the central library stopped collecting fines, the larger libraries

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jumped on board. Several of the teachers on the board sighed and asked where's the accountability ... Jordan Bramley will still collect fines when it can based on the rules of the interlibrary loan system. Linda stated she did contact Paychex and they lowered the cost from \$145 to \$68.

A motion was made to accept all reports: Motion: Darcy  
2nd: Stew  
Vote: 6-0 in favor

A motion was made to appoint Kathryn Vellone as a trustee to the Jordan Bramley Library Board of Trustees: Motion: Tim  
2nd: Stew  
Vote: 6-0 in favor

Tim went around the table:

Linda - all good!

Mindy - welcome Kathryn! What do you think?

Ashley did a story walk in Austin Park and could we duplicate it? Some discussion ensued and all felt it was a great idea!

Steve - got nothing today but will email about the MLL password

Darcy - I think we are on a wonderful path - seems overwhelming - but one step at a time. I would also like to take the reins for the Fall Festival tent (Sept 16,17,18) and wouldn't mind co-chairing the holiday events.

Kathryn - all good and I'm excited to join

Stew - I will check on the cost for an LED sign and are we able to get any community service hours from the local courts. Some discussion ensued.

Tim - talked about the canal and have patrons take photos on their canal walks, send to us, and we can post them.

The next meeting is August 15, 2022.

A motion was made to adjourn: Motion: Mindy  
2nd: Stew  
Vote: 7-0 approved

Adjourned at 8:23 pm

Respectfully submitted,  
Mindy Smart,  
Secretary

