

Seymour Library Board of Trustees

Date: 19 August 2020

Call to Order

The (virtual) regular meeting of the Seymour Library Board of Trustees was called to order at 7:04 pm on 19 August 2020 by Board President T. Pennington.

Attendance

Present: Marilyn Brown, Pat Galinski, Bernie LoBracco, Taysie Pennington, Mary Rich, Scott Rochette, Mark Scheda, Kristen Sharpe, Mary Squires, and Mike Boedicker (Director)

Absent: none

Guests: Annie Crane (Brockport liaison) and Patty Hayles (Sweden liaison)

Public Comments

None.

Approval of Minutes

M. Squires made a motion (with M. Brown seconding) to accept the minutes of the 15 July 2020 meeting (conducted via Zoom). The motion passed unanimously.

Correspondence

None.

President's Report

- Brockport, Sweden, and the Library have approved the revised MOU. We are awaiting a response from Clarkson.
- Members of the Finance Committee made a presentation to the Clarkson Town Board explaining the rationale for the delay in having an audit performed.

Director's Report

- The library reopening has been met with great enthusiasm. Standing PCs have been made available for short-term use (15 minutes). It has been suggested that seated PCs be made available for at least limited use, and to place a single chair at each of the tables in the main portion of the library.
- M. Squires made a motion to open selected seated PCs for 30-minute sessions. M. Scheda amended the motion to allow the Director to allow for extensions and staff assistance. B. LoBracco seconded the amended motion. The motion passed unanimously.

Old Business

Standing Committee Updates

Financial

- August bill signers: B. LoBracco and M. Scheda
- September bill signers: B. LoBracco and K. Sharpe
- There was a meeting regarding budget preparation. Notes from this meeting will follow. Presentations to the municipalities are forthcoming. Recent staff attritions will result in approximately \$30K in savings.

Approval of Bills and Treasurer's Report

After review, and with a motion from K. Sharpe, seconded by M. Squires, the Treasurer's Report and payment of bills were unanimously approved.

Facilities and Operations

- Brighter lamps for the pendant fixtures have been installed as a test. The bulbs are significantly brighter. The cost of replacing the other pendant lamp bulbs would be \$2,519, for which there is a willing donor. Director M. Boedicker will reach out to the donor to confirm and clarify the offer.
- Director M. Boedicker met with three parties regarding the replacement of the phone system. He is awaiting for numbers, and is working on grants to fund this project, as well as laptops for the study rooms.
- NYSERDA performed an energy audit. Their main suggestions included adjusting the HVAC during non-operating hours and replacing fluorescents with LEDs. The associated savings would be relatively modest. On a related note, our energy bills will likely increase due to the HVAC dampers being open.
- Wolf Mechanical performed several HVAC-related procedures, including opening the dampers and installing humidity sensors. The HVAC system has been adjusted to allow for slightly higher ambient humidity, which inhibits the circulation of the coronavirus.

Marketing

No report.

Nominating

No report.

Personnel

See New Business.

Policies

Five policies have been revised, with four more needing further work.

Foundation

No report.

Friends

The Friends have embarked on their membership drive.

Municipal Liaisons

Sweden liaison Patty Hayles remarked that it is curious how the HVAC system installed in 2016 has been so problematic.

Executive Session

At 8:10 pm, S. Rochette made a motion (with M. Squires seconding) to go into executive session regarding a personnel issue. The motion passed unanimously.

At 8:12 pm, S. Rochette made a motion (with M. Rich seconding) to come out of executive session. The motion passed unanimously.

New Business

Director M. Boedicker has aced his Civil Service exam. M. Rich made a motion (with S. Rochette seconding) to move Director Mike Boedicker's employment status from probationary to permanent. The motion passed unanimously. The Board congratulates him on his success, and looks forward to many years of continued success with Seymour Library.

Adjournment

At 8:17 pm, S. Rochette made a motion (with M. Rich seconding) to adjourn. The motion passed unanimously.

Next meeting: 16 September 2020, 7:00 pm.

Minutes respectfully submitted by S. M. Rochette.