

# POWERS LIBRARY ASSOCIATION MONTHLY MEETING

Meeting Minutes      November 21, 2023

	Status		Status		Status
(19) Jackie Schnurr (JS)	Present	(22) Mary Owen (MO)	Present	(23) Jerry Germano-Yaw (JG)	Present
(19) Anna Krieger (AK)	Present	(22) Martyn Beeny (MB)	Not Present	(23) Jessica Hess (JH)	Present
(16) Bonnie Thomas (BT)	Present				
		Lori Cochran (LC)	Present		

November meeting of the POWERS LIBRARY BOARD OF TRUSTEES called to order at 6:32 PM by JS.

No changes to November agenda; October minutes approved.

**Treasurer’s Report:** AK Discussed ML account access for trustees to view; AK to share ML emails – transfer actions: 24-hour turn-around for approval; ML main account: 10/31 - \$375,148.97, 9/29 - \$376,628.43; managed fund: 10/31 - \$208,901.20, 9/29 - \$217,405.15; Groton Bank account over \$30,000 – great balance for this time of year.

**Director’s Report:** LC Written report for October handed out (attached). Policy and Technology Committees met (see Business below); chair purchase, time change for board meetings – 5:30 to begin in December – both approved unanimously; BT to send out business list for StoryStroll participants in December; LC – NY Forward winners to be announced in January; JH related small project fund about \$300,000 – Library may get portion of that money; Santa & Mrs. Claus event December 9<sup>th</sup>.

**Business:**

- *Reminder of annual training for board members* MO board member requirement: 2 hours of training, plus sexual harrassment – turn in education certificates to show compliance.
- *Policy Committee Report* MO Evaluation portion of Recruitment/Hiring policy is in development
  - *Review/Approval of Policies (Collection Development, Trustee Ethics & Conflict of Interest)* All policies unanimously approved with changes to Trustee Ethics regarding amount for gifts/donations, and Conflict of Interest – form filled out annually in January.
  - *Discussion of need for Safety Equipment (AED & Narcan)* BT had met with director of Cayuga County Emergency Management Department; AED machine good item to have on wish list for grant; Narcan dispenser, supplies, training – all free; use of either tools on a person is free choice for anyone in the library; employees not required to be trained or administer: availability is the most important point of having equipment/supplies in library.
- *Technology Committee Report* MO audit of Wifi; from FLLS – LC Facebook account separated from Library Facebook account; Firewall/Security audit – internal security needs upgrading; gaming is important part of bringing in younger patrons – ALA recommended book on games and e-games to be purchased; JH people need to know the library can help with technology questions, on-line forms, etc.; set up automatic posts to reach patrons, remind public? BT to check on additional ways to communicate library services.

- *Approval of the budget* AK plowing rate, insurance rate, and LC salary are still to be added to budget; December 19<sup>th</sup> meeting @ 5:30 – executive session re. salary to finalize – regular meeting @ 6:00.
- *Wish list items* LC tables for outside, lighting, shed, copier/printer
- *Any new board members?* LC Scott Powers has expressed interest, and another application has been picked up
- *Open discussion* Re: Insurance Notice of Abuse or Molestation Exclusion: JH Insurance company sending this change notice; may affect or be included in different part of policy – liability or umbrella policy; may result in coverage price increase.

**Next Meeting:** December 19, 2023, **5:30 PM** \*\*Note meeting time for executive session\*\*

**Regular meeting** 12/19: 6:00 PM

**Adjournment:** 7:47 PM

Minutes respectfully submitted by: Bonnie Thomas