

Minutes of the Dundee Library Board of Trustees Meeting September 21, 2020

Mia called the meeting to order at 5:00pm.

Attendance: Mia Clemens, Alida Dombroski, Heidi Fryburger, Darla Hill, Sheree LaMountain, Mary Mahiques, Randy Rucker, Caryl Sutterby, Director Linda Nichols, Amy Fleet

- Agenda approval- Alida made a motion to accept the agenda. Seconded and passed.

Minutes Approval:

- Caryl made a motion to approve the August 2020 minutes as written. Seconded and passed.

Construction: The flooring is here and needs to be installed. The soffits around the roof are done. The custom door is not here. The bathroom door location had to be changed, so now the cabinet will not fit. The cabinets in the new community room and in the upstairs internet café also need to be adjusted. An additional \$780 is needed to change the cabinets.

- Caryl made a motion to authorize the expenditure of \$780 to change the cabinets as needed. Seconded and passed.

Appliances: We must buy a ceiling projection holder which will cost \$25. We need a 30 inch refrigerator/freezer, an under counter refrigerator for the internet café, a stove with controls on the back, a microwave, and a range hood. After a discussion of prices and possible vendors, the following motion was made:

- Darla made a motion to approve up to \$2,500 for needed appliances from Pinkney Hardware in PennYan. Seconded and passed.

Linda reminded us that the actual bid was \$25,000 more than the 2018 estimated quote.

Financial report: See Attached. NYS has not yet sent the second phase payment for the Building Account so we may have to use the endowment account to pay the construction company on time. This was covered in a previous vote.

- Heidi made a motion to accept the Building Fund, Money Market Account, Concert Series, General Fund Register, General Fund Reconciliation, and Budget vs. Actual for Gen. Fund and Profit and Loss reports for August. Seconded and passed.

Endowment Fund: As of August 31st- \$278,696.78

Summer Concerts: Heidi reported that Roy Litteer and his band played a concert and has been paid. "Pass the hat " donations were given to Roy Litteer as well.

They are looking for State Arts funding.

She is looking into helping to fund the annual Dundee winter concert that gives proceeds to the food pantry.

Director's Report: See attached. We are letting people in for books, computer use, and copier use with an appointment.

Linda recommends we need to request a small increase of about \$4,000 for next year's tax levy, below the tax cap. The request goes to the school board in January and the vote is in May.

Youth Services report: see attached report. Amy is offering a passive program for Maker Monday by giving out kits to do the activity at home at one's leisure.

There is a fun program called Play with Your Food to help picky eaters eat more that Amy is looking into for the children's programming.

Girls Who Code has 8-9 kids who work outside. The laptop computers for that program should be arriving soon.

The VFW is offering a scholarship-they need a place to meet where the kids will come-The library?

Since the Funtober Fest will not be held, Amy would like to set up a book walk at the village park for families to view whenever they want.

For an adult program, she plans to try a crochet program making a reusable market bag.

She wants to start a book club with Agatha Christie's Death on the Nile.

Strategic Planning: Some surveys were completed on the website. The people who responded want the library to be a community social place. Linda had a list of words the trustees suggested and we chose those that were the most important to us. She will use the words to fashion a Vision Statement and a Mission Statement for the next 3 year plan with goals and objectives.

Policy Review: See New Business

New Business:

The Policy for Tutors and Unattended Children needs new additions due to the pandemic, especially for contact tracing. See attached.

- Darla made a motion to accept the revised Policy for Tutors and Unattended Children. Motion seconded and passed.

The Community Foundation of the Finger Lakes and the Southern Tier, with the United Way is holding an online fundraising event called Finger Lakes Gives (FLXgives) on November 12th and has invited non-profits to participate. People can go online and make donations using their credit cards. It will cost us nothing. There will be training in Oct. We could ask people to donate for specific items.

- Heidi made a motion for the Dundee Library to participate in Finger Lakes Gives (FLXgives) on November 12th to raise funds for the new lift. Seconded and passed.
- Randy made a motion to accept the new winter schedule of Mon, Tues, Fri, 12-5, Wed, Thurs 10-6, and Sat 10-2. Seconded and passed.
- Heidi made a motion to approve the new lower prices for copies and faxes at \$.10 for black and white copies, \$.15 for color copies, \$1 for faxes up to 5 pages, and \$.10 for each additional fax page. Seconded and passed.

Mia made a motion to adjourn at 6:30pm. Seconded and passed.

The next meeting will be October 19th at 5pm at the library.

Respectfully submitted,

Alida Dombroski, Secretary