

Livingston Free Library
Regular Monthly Meeting of the Board of Trustees
March 16, 2022

Called to order at 7:02 PM by Donna Lynk

Attendance were trustees:

Donna Lynk
Jennifer Owens
Jim Benton
Wendy Tremper Wollerton, Director

Approval of Minutes from the 1/19/22 Meeting: Motion by Jim to accept, 2nd by Jen, vote: APPROVED.

Approval of the LFL NYS Annual Report : Motion by Donna to accept, 2nd by Jen, vote: APPROVED

Treasurer's Report:

1. There is \$38,000 in the bank account.
2. The LFL received \$25,000 from the Town of Livingston and \$1,000 from the Town of Taghkanic, both checks have been deposited into the bank account.

Approval of the Treasurer's report: Motion by Jim to accept, 2nd by Jen, vote: APPROVED.

Director's Report:

1. The Director reported that the Columbia County Library Assn. (CCL) received \$14,000 and \$35,000 from the county, each library in the county, including LFL, will received \$3,000.
2. She presented a draft of a community survey that will go to patrons and member of the community to determine what the services, hours, programming and types of media they want in the library. The board made minimal suggestions and approved the wording and the method of collecting answers, which will be through our website and using google sheets.
3. The director laid out statistics on the increase of e-books and e-audio books usage in the library and suggested an increase in resources and attention to their use in the future, by gradually increasing the budget for materials over upcoming years.
4. She reported that the NYS COVID health emergency expired today, 3/16/22. She suggested changing the mask mandate in the LFL to "recommended but not required" and will amended the HERO act policy to reflect the changes, as well as removing the social distancing requirements. The board agreed and recognized that the guidelines can always be re-instated if public health conditions necessitate it.

5. The director was approached by the “Miles for Smiles Visitor Map” about getting an ad. The board decided against this.
6. The LFL will collaborate with the Germantown Library on children’s’ outdoor activities, utilizing the activity backpacks from the Columbia Land Conservancy. The first will be on 4/23 at 1 pm at the Livingston Rec Park, demonstrating how to use the hiking backpack, the second will be at Palatine Park on 5/21 at 1 pm demonstrating the ponds and streams backpack.
7. Wendy presented a grant opportunity from the Adirondack Mountain club for a program for families and youth. She presented several ideas, and she and the board decided that on program on butterflies, moths and skippers. The tentative date for this outdoor program is 8/6. She will apply for the grant and ask for \$250.
8. She asked if we should apply for or identify grants for landscape architect to fix the water accumulation and icing issues in the parking lot. The board decided to focus this year on the library building and revisit repairs to grounds in the future. It was mentioned that there may be little that can be done to fix the issue due to the terrain, and that the recent ice storm created a rare instance of extreme icing throughout the region. Donna directed the director that in future instances where ice or other weather causes safety issues that the library should close for that day(s). It was noted by Donna that repairs of building and grounds are the board’s responsibility and that they would monitor the issues and decide if and when to make improvements.
9. Wendy asked the board their opinion on erecting a “lending library box” at the town park. The board raised concerns about vandalism, but will think about it.

President’s Report:

1. Donna reported that she had a contractor come out and give an initial estimate on exterior carpentry work on the library building, window frames, steps and ramps as well as painting. The initial repair estimate is \$3,900. The board agreed that they should hire this contractor, Jim Choinsky of Elizaville.
2. She also asked around to see if anyone knew a contractor who can repair the stucco on the exterior of the building. She said so far she has not been able to find anyone, it is a lost art, but that she will keep asking, and that she was told of a fiberglass method that may make it easier to find someone who can do the repairs.
3. With our funds being very healthy, Donna asked if the board and Wendy thought it may be a good idea to hire a part-time library clerk. Wendy said patrons may use the library more if the hours were increased from 15 to 18 per week. The board decided to go ahead and explore hiring a clerk. Wendy said she could get a similar job posting from neighboring libraries that can be a starting off point in the job description, hours, pay etc.

The meeting was adjourned at 8:00 PM.

Respectfully submitted,

Jennifer Owens, board member

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