

**MEETING –BOARD OF TRUSTEES
HIGHLAND PUBLIC LIBRARY**

14 Elting Place
Highland, NY 12528
Thursday February 27, 2020

MINUTES

In attendance: Laura Finch, Fran Brooks, Nancy Hammond, Darlene Plavchak, Eric Norberg, Melissa Burdash, Mark McPeck, Director Julie Kelsall-Dempsey

CALL TO ORDER 6:01PM

Pledge

Minutes: **January 23, 2020 Moved-Nancy, Second-Eric, Approve-All.**

Financial report:

- A. Be it resolved to approve the warrants attached for operating expenses for the month of Feb 2020. Move-Eric, Second-Nancy, Approve-All.**
- B. Be it resolved to accept the Jan 2020 financial reports as prepared by Rose Woodworth, accountant. Move-Melissa, Second-Eric, Approve-All.**

Director's Report: Annual report is in, due 2/14. Circulation increased, annual attendance increased, stats all looking very impressive.

New calendar on hold -Not moving forward, very clunky to use. Researching other options to use instead.

SLI- Final report turned in-Sustainability report-turned in, waiting to hear next step.

Library advocacy Day-this week. Julie attended. Census workshop. Due to redistricting, we have 4 senators who were in attendance. Looking to get certified Librarians in every school (not currently required in elementary schools). Ebooks are currently restricted because of the cost to publisher for libraries to use. Restrictions on when we can order a 2nd copy of an ebook. New Bill on tap to avoid this.

Farmer's Market- Consider restarting Highland Farmer's Market. Dept of Agriculture must be involved, may be too complicated to pursue.

Closing early March 28-Cardinal Dolan at St. Augustine's, road will be closed.

Flu/Illness protocols-Protocols reviewed and reinforced with staff, signs up depicting good handwashing practices. Wiping down keyboards, toys, counters, etc, Corona info packets.

New Business: Approval of Annual Report-Move-Fran, Second-Mark, Approve-All.
Children's area soundproofing-will have cost estimate next month.
Trustee essentials-workshop 6/2.

Old Business: Budget 2 options. A: 5.3% increase B: 6% increase (Keep in mind, usage is up 65%!) First time since 2013 going over the cap. Vote to approve going over the cap (Option B, 1% over the cap). Move-Nancy, Second-Fran

Roll call vote: Fran-yes

Nancy-yes

Laura-yes

Nancy-yes

Darlene-yes

Eric-no

Melissa-yes

Mark-yes

Budget vote date- Apr 22- Angela, Heidi, and Sue appointed. Move-Fran, Second-Nancy, Approve-all. New law states that absentee ballots must be sent to all overseas military at least 25 days before vote. So date to register is moved to 3/15.

Patron code of conduct second reading and vote Move-Fran, Second-Eric, Approve-all

Jacobsen grant-Got the papers, sent them back, still waiting for check.

Standing Committees: Facilities-No report
Personnel-no report
Trustee Training- M. Burdash- Ethics, Personnel.

Friends Liaison- Leslie Benson/ Eric Norberg- Membership numbers are down. Starting fundraising garden basket

Public Comments

Other-Book drop-Julie asked handyman, he will be installing book drop in circ desk.

Adjournment 7:05

Next meeting March 26, 2020