**Nov. 19,2020 : Almond 20th Century Club Board Agenda**

***Present: Elva Owlett, Eric and Val Ewald, Liz Sherwood, Susan Steere, Lyndsie Guy, Linda Staiger***

**President Elva Owlett called the meeting to order at 6:36**

**Swearing in of Elizabeth Sherwood to the Board of Trustees: Welcome Liz!!!**

**Minutes from the October meeting Eric moved to accept, Liz second. Passed**

**Thanks to Lyndsie Guy for stepping in to help us during our Director search.**

**DIRECTOR’S REPORT**

1. **Interim Director Proposal: we are the first library STLS is sending out Librarians to help**

**Goals**

**Consultant contact info given.**

1. **STLS Library Staff COVID Exposures document**
   1. **Discussion of Yellow and Orange…mostly the same as where we are now.**
   2. **Complete document following the governor’s directions**
2. **Pandemic Preparedness Plan must be in place in 2021**
   1. **Dec. 3 at 1 pm: virtual conference will take place…to help us put one together**
3. **Eric moved to accept report, Liz second. Passed.**

**BOOKKEEPER’S REPORT**

1. **Refund received: National Fuel Resources $25.44**
2. **Donations: $500 in memory of Kellogg Family. Plus $110.**
3. **Tax Cap Report has been filed…11/15/20**
4. **Eric moved we pay bills, Linda..second. Passed.**
5. **Eric moved accept report, Liz second. Passed.**

**NEW BUSINESS**

**Memorial Plaques have been found in closet…Eric would like to hang them in the foyer.**

**Eric will bring this up at the next meeting**

**Fire extinguisher appears to be out of date: although we have put the library on a rotation.**

**CLUB REPORT**

1. **Election Day Details:**
   1. **$105 donated for the meat. Made three pots, had only a pint left. Some sandwich fixings were left plus pies.**
   2. **Summary Report given**
   3. **Several volunteers participated this year.**
   4. **Quilt: $1897.93**
2. **Irregular meetings, Susan did attend Senior Citizens luncheon and gave a brief report about library.**
3. **Cleaning Bee..needed to clear out downstairs, in particular.**
   1. **January sometime. Ask Jan to make calls for help for cleaning.**
4. **Vendor Fund Raising:**
   1. **Community Center was opened to Library to use for Black Friday, Small Bus. Sat.**
      1. **Some fire fighters will help Elva and Liz…will split days with each other.**
5. **Survey regarding combining the Club and the Board.** 
   1. **Discussion re: taking pressure off members. Also allows Board to vote on budget without waiting for a club meeting to vote.**
6. **Eric mentioned what projects are coming up. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
7. **Vote at next meeting? Club members should vote as a club and Trustees vote on their own.** 
   1. **Set up a Zoom meeting for sole purpose of voting on combining club and trustees**
   2. **Eric will provide a written statement for Club members**

**NEW BUSINESS**

1. **Board Mtg:… December 17, 2020**

***Club Report Cont*. Eric moved to accept report, Liz second. Passed.**

**OLD BUSINESS**

1. **Construction Updates:**
   1. **Making the steel frames elsewhere**
2. **Work on update of search letter by Lyndsie.**
   1. **Lyndsie is also Consultant for helping us in our Search.**
   2. **Recommendation: start Director at 25 hours per week.** 
      1. **Hire part time Clerk..for 8 hours per week.**
      2. **One option: programs, programs supplies…$2,000-move some funds to payroll**
      3. **Library needs $34,000 in payroll in order to hire a better quality candidate plus a clerk.**
      4. **Look for temporary places to move money towards payroll.**
      5. **The list of Specific tasks should be included to encourage people to**
      6. **Start at $16/hour, after 3 month probationary period, move up to $16.50.**
      7. **Lyndsie will update the letter to include note about dealing with children.**
      8. **New application has arrived. Do not respond to any of them until the deadline.**
      9. **Look at Article in Cuba Patriot, ads in Hornell, the Sun, STLS website, Dept. of Labor**
      10. **Eric moved we accept the Director search letter with the changes made. Linda Second. Passed.**
   3. **Eric moved that we move $34,000 to payroll, leaving the Building Fund at $20,413. Rest of budget remains the same. Elva called Julie to get her vote**
   4. **Julie moved to accept the budget, Second Liz. Passed.**
3. **New Bookcases—Eric moved that they will be a Memorial to Marge Bernreuther. Liz second. Passed.**

**NEW BUSINESS**

1. **New possible grant searches:**
   1. **Communities Facilities Grant (HUD)**
   2. **Emergency Facility (call Allegany—Jeff Luckey)**
   3. **Lime Energy Services (lighting). Alfred Station brought this up as a way to save funds on better lighting.**

**Eric moved we move to Executive Session, Liz second. Passed.**

**Regular Session. Next meeting is December 17.**

**Dakota has offered to shovel.**

**Eric moved to adjourn. Liz second . Passed.**