

## **27, August, 2020: Almond Library Board Meeting**

**Present: Elva Owlett, Eric Ewald, Val Ewald, Jo Stanton, Linda Staiger**

Called to Order at 6:54 by Elva Owlett

July 30 minutes will be sent out and voted online.

### **BOOKKEEPER Report**

**Donation:**

**Insurance policy review: must be posted.**

**Payroll Company signature:**

Pay bills: Eric moved to pay, Linda seconded. Passed.

National Fuel was a credit, not a bill. Marathon bought out National Fuel Resources

Thank you Notes: send a note of Thanks to

Eric moved to accept report, Linda seconded. Passed

### **CLUB Report**

Fund raising report: Drink, Book Sale Bake Sale. Sell Quilt tickets. Patron request letters will go out.

Basket Raffle at Christmas and TV Raffle...December. Val will look to see how much we made last year.

Quilt:

Look into 50-50 Raffle, but have 60-40 Raffle with the winner gets 40% plus the quilt.

Quilt will be hung/displayed in Library.

PR: includes the Sun.

Mark Lewis: we may have Art donations through AU.

Community Mailing: could we do a postcard with our numbers, what we need and would you like to make a donation. Check into costs.

CLUB MEETING: September 8 at 7pm, Set up a Zoom meeting for those interested.

Liz Sherwood will begin Board meeting attendance for 6 meetings and then she can be a Board member.

Eric moved we accept Club Report. Linda Second. Passed.

#### DIRECTOR's Report

Numbers are down, still due to Covid changes.

Grant for kitchen is set, just waiting for SHIPO approval.

They did not come in person to look at the site.

September 3, 2020—SHIPPO will get back to us so we can get our 75% of grant

Bookcase:

Made out of Oak. Adjustable shelves, \$420 for two bookcases. WATSON Carpentry. Eric moved to approve, Linda seconded. Passed.

Policy packets: Staples, Office Depot. Cost per booklet...\$9-11. Use 3 ring binder, with dividers.

Eric moved to buy 3 more binders, for 5 total binders. Seconded—Linda. Passed.

Grant for Hotspots....a national opportunity, but not many will be eligible.

Eric moved to accept the report, Linda Second. Passed.

#### OLD BUSINESS

Building Construction decision.

\$121,000 to put up the new railings on front steps, plus \$50,000 for sides.

The contractor will put up new windows, front of building will be completed.

The rest of the work will be done next spring. Contractor has said that he will

Keep the price the same as his original estimate.

STLS must pay us by the end of this year. ?????????

Eric moved ....., Julie-second. Passed

We have 1/3 of year left, plus ½ years budget due to covid. What ever is left over after December should be rolled over into savings account.

Discussion with Julie re: next year's budget vote...we should ask for a minimal raise. Look at NYS

Changes in various state rules---Family leave act, etc.

**Power of Attorney:** the payroll company makes payments for us, do the reports. They say they need

**Limited POA.** Only handle issues regarding our quarterly and annual tax reports. Val will contact them to find out what exactly it is for. Issues regarding 'Docu sign'.

**Stearn's update:** only three at this time. 7-11 will not allow us to post signs on gas pumps.

**Decision re:** now many extra will be ordered to have on hand. Orders in by Sept. 12.

**Computers:** money in budget for two new computers. Next year we originally would not need to

**Buy computers.** Due to Covid, we will not buy two this year. Keep the computer allotment in place. Possibility of rolling that over into Savings Acct. Eric moved to not buy this year. Linda second. Passed.

**Stove:** needed in order to move forward with fundraising. Breakfasts, etc. What other events can we do? Add talent show to a Stearns picnic. Use town playground, gazebo area.

**Ask Church for use of kitchen for election day.** Ask church for use of kitchen for monthly breakfast. Linda will contact Church Council. What is rental fee?

**Library Working Hours:** Jo requested to shorten Saturdays hours. Eric proposed that Tuesday: 1-7, Wednesday, Thursday, Friday: 2-7. Saturday: 10-3....hours are shortened due to lack of attendance. May change with Covid changes. Eric proposed working hours change as in above. Linda Second. Passed.

**Next meeting is September 24, 2020. 6:30**

**Eric moved we adjourn. Linda second. Passed**