

THERESA LIBRARY BOARD MEETING

NOVEMBER 9, 2021

Present:

Tracy Hudon, President
Michaela Schied, Vice-President
Joan Kilcer
Theresa Leeson

Absent:

Pam Brown

Also in attendance:

Kristy Perry, Library Director

Call to Order:

The meeting was called to order at 7:03 p.m by President Tracy Hudon.

Regular business:

Motion to approve the October minutes: Theresa; Second: Joan.
Approved: Yes - 4; No - 0.

Approval of Expenditures:

The Bills Were Passed As Follows:

#	Claimant:	\$ Amount:
455	Philly Fuels, Inc.	163.68
481	Village of Theresa	153.09
482	Baker & Taylor	360.71
483	CSLP	166.07
484	Lookout Books	187.68
485	NCLS	754.85
486	Kristy Perry	103.99
487	Route 37 Building Supply, Inc	35.07
488	Verizon	33.02
489	Time Warner Cable	59.99

Motion to approve the bills: Joan; Second: Theresa.
Approved: Yes - 4; No - 0.

Report of Librarian:

1. We received a \$1000 donation from the Redwood Rebekahs. Kristy sent a thank you note.
2. Kristy would like to take Nov. 26 as a vacation day. We will advertise the closing for the next couple weeks.
3. 100 people stopped by on Halloween. Kristy was available from 5-8 to hand out treats.
4. All the materials for the 2022 Summer Reading Program have arrived, as have Kristy's laptop and the computer floor mats.
5. Kristy handed out the Compliance Toolkit 2021. This can be discussed at the next meeting. Also, as of Nov. 17, all discussion materials for a meeting should be posted to the website 24 hours in advance. This includes a tentative agenda and proposed policies.
6. At the Jefferson County Director's Meeting, there were a lot of questions regarding county funding for the libraries, and there were some comments from representatives regarding a rationale for continued county funding. This means we may have to look for more stable sources of funding. We also need to decide if we want to go on the school ballot this spring.
7. Kristy sent the list of security links. Stat has not responded. In the process of getting a quote, one of the workers indicated we should get a few more smoke alarms and CO2 detectors.
8. Looking into the lift/elevator, estimates range from \$20000-\$70000, plus alterations to the building. Another director said NRCIL came to do an assessment of their building. This might be an option for the future.
9. Minimum wage goes up to \$13.20 for next year. This would apply to any substitutes we hire.
10. Received a resume from one substitute applicant, but the person is waiting to hear back from another position in Watertown. Board approved him if still available. Kristy will call and get the person paperwork. Kristy will also reach out to the other applicant and see if they can send a resume as well.
11. Kristy has not heard back about any bids for interior work.

Correspondence

NONE

Old Business:

1. Security system - we will add this to our long range plans. We also want to inquire whether we could possibly join the town in getting systems installed. There may be a cost benefit if more than one building is done at the same time. We will send a letter to the town.
2. Museum policy - board reviewed and edited the sample museum policy. Kristy will type up and board will approve next time.

New Business:

1. Progress report - Board reviewed and edited the progress report to the community.

Motion to approve the community progress report: Theresa; Second: Joan.

Approved: Yes - 4; No - 0.

NONE

Adjournment:

Motion to adjourn: Theresa; Second: Joan.
Approved: Yes - 4; No - 0.

Meeting was adjourned at 8:28.

Respectfully submitted,

Michaela Schied
Vice-President
Board of Trustees