

**Depauville Free Library
Board of Trustees Meeting
June 2, 2020**

Present

Tresa Forkey Jan Larrow Gail Egeressy Keitha Haas
Phil Pond Kate Wehrle

Welcome

To Doreen Hanson, our newest Board Member

Special Speaker

James Jones, Recreation Supervisor, Town of Clayton - 315-399-7729.

Jimmy introduced himself to the Board as the head of the maintenance of the library building and discussed some maintenance issues (see Unfinished Business).

Call to Order

Tresa Forkey officially brought the meeting to order at 11:10 a.m.

May minutes were approved by Gail, seconded by Jan.

Treasurer's Report

See attached report. Kate explained that our bookkeeper, Rosemary Jacobs, has resigned. She has been replaced by Cindy Stewart. Tammy Sharlow, from the Town of Lyme Library, will be showing Cindy the ropes and will be at our next meeting to introduce us and explain the new reports to us.

Objectives: Human Resources

We discussed Monika's anniversary date. Monika is representing us on Discord, a community platform directed at tweens and teens. Both Monika and Anita are heavily involved in the virtual story time and summer reading programs, and have been very active and willing to learn new ways despite the pandemic.

Director's Report

Website: Our new website through NCLS is on a different platform - Word Press - and should be much simpler to work with. No new minutes have been posted to the website since the pandemic began, but will be caught up with (and emailed to the town clerk) when the website is rolled out.

Seed Library: Kate has been sharing plants with other libraries and will be distributing the harvest with our patrons, local families in need and food pantries.

Tracking: Kate will be tracking our Facebook and other web participation stats in a new logging format. This will be necessary to keep track of all the virtual programming that will remain part of our operations in the "new normal".

Unfinished Business

Installation of Suffrage Marker: Mark Stewart, Bob Meeks - All paid for just need to set a date with Mark. Ceremony update: Karen is looking at August 15th for the dedication of the suffragette sign - if we are allowed. She is contacting the appropriate people to at least get it in the ground maybe by the end of May. We will follow up with further developments.

Smart Schools Bond Act through TI School District: Spoke to Angela Picunas, TI Treasurer. No movement by the school as yet in dispersing these funds, but DFL is still in the loop and on the white board in front of Angela every day.

Jefferson County Funding: Discussions with the Hawn board have been temporarily shelved until which time we can arrange a meeting.

Greenhouse Replacement: The physical placement of the greenhouse was discussed and will need further research. The remaining pieces of the greenhouse must be surveyed and replacement parts purchased. We are also researching a weather station/wind gauge for community insight into wind patterns in Depauville.

Handicap Railing: Ken Knapp said the Town of Clayton will allocate funds for the handicap metal railing in 2020 to assure that, with the \$3000 earmarked for the project in our 2020 budget, there will be necessary funds to meet the \$7500 estimate from Whitecap Construction.

Then came the Covid19 pandemic.

Jimmy Jones explained why the flower boxes at the entrance weren't removed as planned. They discovered massive concrete bases under the boxes on both sides. They put it back together with new wood and repaired the railings. The new wood can not be painted until at least the end of summer. Due to the pandemic, and the uncertainties with funding, the metal railing project will have to be put on hold, but he promised it would be revisited in the future.

Building Maintenance: Jimmy also addressed the problems of the HV/AC in the Community Room, it has been looked at but still needs adjusting, and the leaking window issue of the window in the lower level bathroom. The leak is because the window is under ground level and there was no quick fix. He said he'd have Bob Cantwell come and to inspect it and see if there was something that could ultimately be done about it.

New Board Member needed: We are still looking for another Board member in order to fill our by-laws requirement of seven. We also need to fill the Secretary position.

School Ballot: The vote has been moved to June 9th and a ballot will be mailed directly to every household in the district. All three TI libraries are looking to increase funding.

New Business

School: The Community Room has been offered to the School Superintendent, Michael Bashaw, to use in whatever capacity they might need for the upcoming school year. Town approval and insurance would be discussed if the school wishes to move ahead.

Reopening Schedule: Kate has the green light to begin to work in the building but no patrons will be allowed until at least the next phase of state guidelines. She has made masks for the staff and patrons. Hand sanitizer and some cleaning supplies has been secured through United Way. The Town will be supplying some signage. Jeff Larrow will be constructing the counter shield.

The New York Forward template has been completed and all of the Pandemic/Reopening Policies and Procedures approved.

Next Meeting

July 7, 2020 at 11:00 a.m.

Motion to adjourn at 12:36 by Vice President, Jan Larrow

Respectfully Submitted by Kate Wehrle, Library Director