

Easton Library Board Meeting
November 15th, 2021 @ 7:30PM

In Attendance: Jennifer DeCarlo (Director), Linda Borden, Mary Jane Connor, Nellie Lovenduski, Peter Read, Patricia McFee, Chelsie Henderson, John O'Brien(absent)

Approval of September 13, 2021 meeting minutes: Minutes reviewed and approved.
Motion passed unanimously.

Treasurer's Report: Report reviewed. Chelsie motioned to approve the report, Mary Jane second the motion. Motion passed unanimously.

President's Report: Recently voted in is a library trustee education requirement. SALS will be offering educational workshops in many different formats. Gave a quick overview of what the Central Library has to offer our library patrons.

Director's Report:

- On September 14th, author Matt Witten read excerpts from his book and answered questions from the audience. The library purchased his book, "The Necklace" for patrons to read.
- Story Hour has begun with instructor Nadia Christy. She has had a great turnout thus far! Cheryl Horning and Maureen Whitaker will be substituting for Nadia when she goes away in the winter for three months.
- Marti Ellermann has volunteered to help at the library. She will be indexing our digital hard drive that has been converted from microfiche, in order to make it available on the library's website.
- Alyssa Shiel held a LARAC Opportunity Seminar in the meeting room on October 18th, from 3-4 PM.
- The library held; "A Graduate Student's Experience with Osteological Analysis of Revolutionary War Soldiers' Feet", on Saturday, November 13 at 1 PM
- Overdrive will not be supported after 2/2022. Overdrive is the app that SALON uses through SALS for e-book and audiobook borrowing. On 10/20 there was a Libby Webinar to discuss the changes.
- The Program Committee created a survey which was then posted onto our website, shared on Facebook, and through Front Porch Forum. It was emailed to patrons on our email Patron list. There are paper copies of the survey at the circulation desk of the library.
- SALS Computer Support personnel, Chris Mundell, fixed the library router. Chris asked if we are having issues with the free low internet speed Spectrum provides. The director told him that keeping the Apple iPads updated has been very difficult. He is going to look into pricing for increasing our internet speed through Spectrum.
- A monthly director's check list has been created and put in a binder at the library.

- We posted a survey for “Name our Adopted Calf” on our website. Our calf is sponsored by the Dairy Excellence Foundation. This is a virtual experience.
- Amaris and Barb working on a display about “Meet Our Calf”. We have news about the farm name, location, photos of the farm and farmers, a photo of our newborn Jersey heifer calf, and a description of our calf.
- Teen volunteer Owen White’s short video clip is now on our website. It is at the top of our library services page as a “welcome to Easton Library” introduction.
- Trim the Tree with the Children will be held the last Saturday in November at 1 PM.
- The fire extinguishers were inspected on October 28th, by B-Lann Equipment.
- The “Great Give Back” was a success! The Easton Library collected 75 total items. The director brought the collected winter items to the Greenwich Free Library to contribute. The new items were divided among the Open Door Mission and the Wait House. The used items were divided between Comfort Food Community, and the Catholic Charity of Albany (which houses women of domestic violence and their children). We hope to collaborate between our libraries again in the fall of 2022.
- On November 4th, Mangione Locksmith was at the library to change the front door lock.
- Carpets are going to be cleaned on Saturday, November 20 at 4 PM by Upstate Carpet Cleaners.
- The annual Friends of Easton Library Election Day Book and Bake sale was held this year on Tuesday, November 2. Community members donated baked goods. Our book and bake sale did not disappoint!
- Ann Nielson, from the College of Saint Rose will take all the children/young adult books left over from the book sale. Greenwich Free Library will take books no longer than 10 years old and in excellent condition and a few movies. Better World Books has a bin located at Clifton Park-Halfmoon Public Library in the staff parking lot for drop off as well.
- The drawing for the Friends 50/50 and Cheesecake will be Dec. 15 at Story Hour. Nadia will have the children pick the winners.
- The library will be offering a January Hand Drum for Seniors program, which Chelsie Henderson will teach every Wednesday at 11 AM. Thank you to the Washington County Home for Aged Women, Inc. for the partial grant funding for the Hand Drum Program for Senior Citizens of the Easton Community.
- Jack Scott, from SALS, helped get our website working correctly on mobile devices.

Old Business:

- Questions around a possible crosswalk between Burton Hall and the Easton Library.
- Reviewed the Internet Policy that needs to be updated for the library.
- Suggestion to get ourselves on the 2022 Town Board agenda so that we can resume annual updates and collaboration with each other.

New Business

- Peter needs to upgrade QuickBooks on the new computer for the library financials. Mary Jane motioned to approve purchase of QuickBooks 2021, Patricia second the motion, motion passed unanimously.
- Approved the annual notary fee for two qualified staff members. Patricia motioned to reimburse the library staff, Chelsie second the motion, motion passed unanimously.
- Working with SALS in order to get Easton Library involved in the *Fresh Food Farm 2 Library* initiative. This is a program to reduce food waste, improve food access, and address food insecurity. Could possibly begin in the spring.

Next board meeting will be December 6th, 2021 @ 7:30PM