

Easton Library Board Meeting
January 17th, 2022 @ 7:30PM
Zoom Meeting

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

Approval of December 6th, 2021 meeting minutes: Minutes reviewed and approved.
Motion passed unanimously.

Treasurer's Report: End of year report reviewed. In this report, we see the application of the newly approved pay raises. Nellie motioned to approve the report, Mary Jane second the motion. Motion passed unanimously.

President's Report: Nellie, Jennifer, and Linda discussed the reporting of the meeting minutes and director's report (level of detail needed). We discussed the process as a board and agreed on continuing to fine tune our process moving forward.

Director's Report:

- Asked Chelsie if she can assist in writing the Stewart's Holiday Match Grant again this year.
- The website continues to be updated frequently with new announcements and updated policies including: Hand Drum classes, Internet policy, and wireless Internet policy.
- The library director electronically signed the Spectrum contract for installation and are now waiting for the installation date.
- Hand Drum Program sign-up in January was very successful; had to create a waitlist and are looking into another 4-week drumming program offering in February.
- Thankful that (Chelsie) and the Walla Drum Company donated a small djembe to the Easton Library for loan to patrons.
- Still looking to hire a cleaner!
- Governor Kathy Hochul announced that effective Monday, December 13, 2021 masks would be required in all indoor settings unless the business or venue has implemented a vaccine requirement. Signage has been posted at the library.
- Working in conjunction with the Greenwich Library to write the library proposition for the School Budget Vote
- Irish musician, Tim O'Shea will be performing at Burton Hall on March 19.
- Discussed outdoor lighting at both Burton Hall and the Easton Library.
- Story hour on "winter break" due to COVID.
- Our *Internet Use Policy of the Easton Library* is now a pamphlet for the public to have access to. They are located by the computers.
- Linda signed the contract for the Town of Easton to receive money.
- The theme for this year's summer reading program is "Oceans of Possibilities". I have a proposal from the Saratoga Springs Youth Ballet for 45 minutes of movement activities and a 15-minute craft related to the theme.

- Had a teen volunteer at the library who shelved books, retrieved the request list for interlibrary loan, helped with little projects around the library that needed attention, stored away youth Christmas movies, made copies, and hung posters in the vestibule.
- Reimbursed for door lock replacement.
- Considering future offerings of Saturday matinee movies through Swank.
- Located a Consignment shop that will accept old books from the November book sale.

Old Business:

- Working in conjunction with the Greenwich Library regarding the tax cap proposal. Waiting on the Greenwich Library's board meeting, which was rescheduled.
- The town clerk has not had any update from the state concerning a crosswalk from Burton Hall to the library. A digital speed registering sign was installed in December/January north on Route 40 just below the town garage.

New Business

- Reviewed and discussed the library's Accident Report Policy. Jennifer and Linda to look at previously created and updated Injury Accident or Illness on Property Policy to see if there is overlap or wording we would like to keep consistent.
- Voted to approve payment of annual Castle Insurance Agency bill. Peter motioned to approve the payment, Mary Jane second the motion. Motion passed unanimously.
- Created a nominating committee for the open board member position; Nellie, Jennifer, and Mary Jane. Hoping to find new trustee possibilities by February.
- The annual meeting will be held on March 22, virtual or in person to be determined at the February meeting.
- Will purchase Zoom subscription for \$15/month for ease of future meetings.

Next board meeting will be via Zoom on February 21st, 2022 @ 7:30PM