



New Woodstock
Free Library

Board Meeting
Tuesday, June 8, 2021
Minutes

Present: Charles B. Shatzkin, Tracy Ladd, Ray Schwock, Kathy Pratt, Kathy Weimar, Heather Elia

The meeting was called to order at 6:30 pm by President Charles B. Shatzkin.

1. Notice of this meeting is posted on the library website, social media, and the local newspaper.
2. Approval of minutes: Upon a motion duly made and seconded, the minutes of the May 11, 2021 meeting were approved.
3. Treasurer's report: The tax report will be completed by the end of the month. The current payroll company has been acquired by a larger company. The transition will begin in July and the same people will be assigned to our account. The fee structure is not expected to change at this time. There is no unusual accounting activity. Upon a motion duly made and seconded, the bills paid were approved.
4. Review of the bylaws and personnel manual were moved to a future meeting.
5. Report of the library director:
 - attendance – May is down 2% from April; down 35% from May 2019
 - circulation – Jan-May 2021 is down 19% compared to the same time in 2019
 - website traffic – Feb-May 2020 had 1511 hits; while the same time in 2021 had 1029 hits. Not sure why there is a decrease, but Mid York measures vs. Google Analytics may be counted differently
 - the board suggested adding new activity, images and info to webpage to keep it fresh
6. Unfinished business -
 - Construction grant – projects include outside drainage to move water away from foundation, repointing the foundation, gutters, and replacing the bilco door. Charlie will find contractor for quotes. (July 9 is deadline for intent to apply with quotes) If we use SHPA funds, we need to replace the doors so they are historically correct. We need to locate an historic picture of the outside of the building to see what the outside door structure looked like.
7. Landscaping: Chris Murray quoted \$1250 to remove old mulch, trim trees and bushes, edge with contractor grade edging to hold back grass, plant 2 new shrubs. Charlie suggested planting addition shrubs in front of the condensers on the side to hide them from view. A motion was made to accept the landscaping proposal with a cost not to exceed \$1500. The motion was seconded and carried.
8. Outdoor movie night: Heather reported two dates – July 10 at library outside and July 30 at the Heritage Park. The town board will be discussing use of the park by the library at their June meeting. The cost of equipment is within the approved budget of \$1250. Kathy Pratt agreed to get supplies for popcorn.
9. New business: – Old Home Day July 31. Heather will get a balloon artist for the morning for a cost of \$150.

With no further questions or discussion, the meeting was adjourned.

Next meeting: September 14

Respectfully submitted,
Kathy Weimar