



New Woodstock
Free Library

Board Meeting
Thursday, August 19, 2021
Minutes

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

1. Calling of the roll
2. Notice of the meeting was posted
3. Upon a motion duly made and seconded, the minutes of the previous meeting were approved.
4. Treasurer's Report:
 - Quickbooks is available online now so Heather can review current financial activity.
 - Health insurance shows a refund from Mid-York (see notes on this topic below)
 - Maintenance and repairs are over budget by 18% due to unexpected items such as broken book shelves
 - Fund balances are up for the year to dateUpon a motion duly made and seconded, the treasurer's report was accepted as presented.
5. By-laws and personnel policy: no new activity. Plan to finish personnel policy by the end of the year
6. Budget meeting will be held in October. Heather should give her input to Charles by the end of August/early September.
7. Library Director's Report:
 - Circulation is increased from 2020
 - Attendance in the library is increasing
 - Website does not have a lot of traffic; "What's New" section added
 - Social media followers are increasing slightly
 - Check costs for promotional opportunities on Instagram/Facebook
 - Old Home Day brought in 50 people
 - Outdoor movies: 49
 - Art reception: 32
8. New Business:
 - Paychex has a promotional offer; Heather will get details to see if we can save money
 - Construction grant outlined for foundation and water removal repairs, etc. - approved as presented for submission
 - Mid-York refunded \$1900 for January health insurance payments which were deducted from Renee's check. Renee switched insurance the first of the year to the NYS exchange to save money. Upon a motion duly made and seconded, it was agreed to refund this amount to Renee.
 - Exhibits: Kathy indicated she cannot maintain the exhibits going forward due to time constraints, other commitments, and lack of expertise in this area. It was agreed to hire a part-time person for 10-12 hours/week to focus on exhibits. We will discuss further at the October budget meeting and plan to advertise in November.

Library hours: It was agreed to change library hours to open at 9am Mon-Fri since staff are in the building anyway. This takes affect after Labor Day.

A contractor recommended removing the points on the roof at the front of the building. They are not stable and help to collect water. Board will consider and make a decision.

The bilco door will be covered with a tarp to keep water out of the basement.

Next Meeting: October 12 at 6:30

Meeting adjourned.

Respectfully submitted,
Kathy Weimar
Board Member