Richfield Springs Public Library

Board of Trustees Meeting Minutes

Approved July 6, 2020

May 4, 2020

Present: FaithAnn Young, Alice Mahardy, Mindy Baker, Jackie Hinckley, Heidi Bond, Aletha Sprague

FaithAnn called the meeting to order at 4:06 pm.

The Board reviewed and approved the minutes for the March 2, 2020 Meeting, motion made by Jackie, seconded by Alice.

Richfield Springs Public Library Budget from Richfield Springs Village, allotted budget remains the same as 2019 – 2020 budget.

Library construction discussed, permit was delayed due to Covid-19 and permission from the Village; construction still delayed until Phase one reopening status when construction is to be allowed. Tony from the County codes department did not approve and order of commencement. Discussion to request Robin Moshier to discuss with Tony the request for the order of commencement.

Financials discussed, payments made for construction fees; designs, asbestos testing, and construction contract.

Discussion about reopening and programming; virtual programming is encouraged as social distancing is difficult with children. The computer stations have to be rearranged to limit two stations in order to properly socially distance computer users. Plans for a new computer table was discussed and shared with the board, designs were sent to Jim Spencer for a quote on building a table.

Discussion on how the layout will be for the library and patron access to areas. Sneeze guard discussed, send plans to Jim Spencer for temporary guard to be built for the circ desk. Do not want a permanent shield installed, no damage to the circ desk.

Construction grants discussed. Construction grant workshop to be rescheduled. I will attend the workshop when rescheduled.

Discussion on virtual programs to create and work on. Virtual art projects, create packets for families to pick up from the library and submit your finished artwork on the libraries Facebook page.

Summer Reading program to be discussed at Youth services virtual meeting.

Question from Mindy on program funding, answered by Faith, came from different grants, Stewarts grant stated by Jackie. We received Stewarts grant, $250.00.

Alice stated grant money in the memorial fund was used in the past for programming.

Bags received from Jodi Utter discussed for the early literacy grant. Bags to be lent out with early literacy items. Discussed plastic bags to be used for the grant in place of the homemade bags. Use the quilt bags for promotional gifts, 10 bags.

Discussion of virtual story times, readings by Jackie and/or Faith. Book clubs for adults, submit a Facebook feed stating a book and see if people want to do a book club virtually.

Question on Adult Education Grant Program for GED Class. Dan continues to work with the students, extended his teaching through June to ensure the students reviewed all the way up to time of the exam.

Continue to work on the reopening plans and construction.

Motion to accept treasurers report made by Jackie, seconded by Alice to approve financial report, all in favor.

Question on qualifying for Techsoup, check for account on items. Will research an account with them.

Future construction grant discussed for painting and windows. Steve declared that painting would not be covered. Village stated that they would take care of the painting of the ceiling at one point. Bookcases fixed by the Village DPW so we do not need them replaced.

Repairs for structural work and lighting in the memorial room, possibility for next construction grant 2021 - 2022.

Windows for the memorial room to be added into the new construction grant. Lighting for the library, continue to look for portable lighting.

Meeting ended at 4:59 pm.

Respectfully submitted,

Mindy Baker