

TRANSCRIPT OF THE SEPT. 21, 2020 MEETING OF THE RED JACKET COMMUNITY LIBRARY BOARD OF TRUSTEES

1

00:00:01.319 --> 00:00:05.730

Lisa Schaertl: Recording started. I'm going to share my screen so you can see the agenda.

2

00:00:14.429 --> 00:00:18.540

Lisa Schaertl: Right. Can you see on your screen. Can you see the agenda here.

3

00:00:19.710 --> 00:00:20.430

Patricia Ayres: On the left,

4

00:00:20.520 --> 00:00:23.430

Lisa Schaertl: Yeah. And can you also then see the drive over here on the right.

5

00:00:24.240 --> 00:00:26.730

Lisa Schaertl: Yes. Wonderful.

6

00:00:31.350 --> 00:00:31.980

Lisa Schaertl: Right.

7

00:00:34.020 --> 00:00:36.060

Lisa Schaertl: I'll call the meeting to order at 7:01

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00:00:37.620 --> 00:00:45.510

Lisa Schaertl: This meeting is taking place remotely via video conference in accordance with the governor's executive order 202.60

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00:00:45.810 --> 00:00:51.240

Lisa Schaertl: Extending emergency adjustments to the Open Meetings law in response to the COVID 19 pandemic.

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00:00:51.810 --> 00:00:58.350

Lisa Schaertl: The public has the ability to view or listen to this meeting proceeding online through links posted on our public website.

11

00:00:58.980 --> 00:01:08.460

Lisa Schaertl: This meeting is being recorded. A transcript of this meeting will be posted on the library website in addition to the Minutes. Will the Secretary please do roll call.

12

00:01:09.450 --> 00:01:21.120

Peggy: A trustees that are present are Lisa Schaertl, Pat Ayres, Randy Ott, Kim Sutter, Peggy Sutton, Dustine Mullen, Neng Marquez

13

00:01:23.100 --> 00:01:37.260

Peggy: And the treasurer is Jan Boor. Andrea Tillinghast the library director is present. We have a guest Chris Spencer, and Jill Persson, another trustee, will be joining us late.

14

00:01:38.340 --> 00:01:42.000

Lisa Schaertl: Thank you, um, any questions about the agenda.

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00:01:45.450 --> 00:01:45.810

Lisa Schaertl: Okay.

16

00:01:46.950 --> 00:01:56.280

Lisa Schaertl: At this time we welcome public comments in accordance with our public comment policy. Since there are no public members present. I don't think we will have

17

00:01:59.100 --> 00:02:00.210

Lisa Schaertl: Any public comments.

18

00:02:01.350 --> 00:02:04.860

Lisa Schaertl: Randy just dropped off and rejoined. So, welcome back. Randy.

19

00:02:05.550 --> 00:02:07.260

Randall Ott: I am having trouble with sound.

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00:02:08.550 --> 00:02:09.660

Andrea Tillinghast: Oh wow, you are

21

00:02:10.470 --> 00:02:11.400

Lisa Schaertl: It sounds

22

00:02:11.640 --> 00:02:13.080

Lisa Schaertl: Sounds groovy. But we can hear you.

23

00:02:13.350 --> 00:02:13.830

Andrea Tillinghast: Yeah.

24

00:02:14.700 --> 00:02:16.740

Randall Ott: I think, I'm leaving my other one. So hold on.

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00:02:25.350 --> 00:02:40.680

Lisa Schaertl: Okay, and the other announcement that I have is the Pioneer Library System annual meeting will be held online October 14 at 6pm and all trustees are encouraged to attend. It's online this year, so it'll be easy. RSVP by September 25 there's a link right there in the agenda.

26

00:02:42.900 --> 00:02:44.760

Lisa Schaertl: Okay, we have a few details

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00:02:45.810 --> 00:02:50.820

Lisa Schaertl: that we have to take care of. Kim Sutter was appointed to the board of trustees in March 2020

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00:02:51.180 --> 00:03:00.960

Lisa Schaertl: and due to pandemic conditions wasn't able to file her notarized oath of office with the county clerk in the time required by law. The Office must be ruled vacant and all her votes disqualified.

29

00:03:01.590 --> 00:03:17.280

Lisa Schaertl: We've reviewed all the resolutions that have been that were affected by this and the outcomes of all of these resolutions are unchanged. So we need a motion to reappoint Kim to the board for the term expiring June 2021, the same term that she had served

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00:03:18.420 --> 00:03:18.930

Patricia Ayres: I'll.

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00:03:19.410 --> 00:03:28.140

Peggy: I propose a motion to reappoint Kim Sutter to the Board of Trustees for the term expiring June 2021

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00:03:29.280 --> 00:03:32.190

Lisa Schaertl: We have a motion from Peggy. All in favor

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00:03:32.970 --> 00:03:33.990

Peggy et. al: Aye. Aye.

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00:03:35.400 --> 00:03:36.150

Lisa Schaertl: Any opposed.

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00:03:37.680 --> 00:03:39.120

Patricia Ayres: Some people have their sound off.

36

00:03:43.680 --> 00:03:49.680

Lisa Schaertl: Are there any opposed wave your hands or... okay no none opposed. Motion carries.

37

00:03:50.970 --> 00:03:54.420

Lisa Schaertl: So Kim. I'm going to administer the oath of office again.

38

00:03:57.570 --> 00:04:02.850

Lisa Schaertl: Which you've done once so you understand what to do. Can you read that or would you like me to read it and have you follow along.

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00:04:03.450 --> 00:04:10.980

Kimberly Sutter: No, I think I can read it. Thank you, though. I do solemnly swear or affirm that I will support the Constitution of the United States

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00:04:11.340 --> 00:04:21.930

Kimberly Sutter: and the Constitution of the State of New York. And that I will faithfully discharge discharge the duties of the office of Trustee for the Red Jacket Community Library, according to the best of my ability.

41

00:04:22.890 --> 00:04:32.250

Lisa Schaertl: Thank you. Um, so, as you know, you need to print out this form, fill it in. Get it notarized and give it to Andrea, who will submit it to the county clerk.

42

00:04:36.210 --> 00:04:38.250

Lisa Schaertl: So the second announcement that we have

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00:04:40.080 --> 00:04:51.000

Lisa Schaertl: Or the second administrative task that we have, is to just let everybody know that we have a name change: Dustine Mott to Dustine Mott Mullen, by reason of getting married. Congratulations.

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00:04:52.410 --> 00:04:55.800

Lisa Schaertl: So Dustine Mott Mullen or Dustine Mullen, do you have a preference.

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00:04:56.730 --> 00:05:00.330

Dusty: Legally, it will be Mullen once the Social Security Office gets to it.

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00:05:01.260 --> 00:05:03.990

Lisa Schaertl: So we can we can change our documents to Dustin Mullen.

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00:05:05.400 --> 00:05:08.580

Peggy: Yes. Okay. Um, I have a question. This is Peggy

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00:05:09.990 --> 00:05:18.450

Peggy: For the minutes since we just swore Kim in do I consider her to be a guest or is she okay for me to label her as a trustee.

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00:05:18.810 --> 00:05:19.620

Lisa Schaertl: She is a trustee.

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00:05:20.040 --> 00:05:20.460

Peggy: Okay.

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00:05:20.910 --> 00:05:22.650

Lisa Schaertl: Because she was just sworn in as a trustee.

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00:05:22.740 --> 00:05:23.190

Peggy: Okay.

53

00:05:26.970 --> 00:05:31.800

Lisa Schaertl: Okay, um. Third, we have received conflict of interest statements from all trustees.

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00:05:33.240 --> 00:05:40.800

Lisa Schaertl: Conflicts disclosed were: Dusty Mullen, employment by Paychex, Jill Persson, an affiliation with the scouts.

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00:05:41.220 --> 00:05:48.540

Lisa Schaertl: And Andrea Tillinhast has an affiliation with a Manchester Shortsville Lions Club. And as you read in our conflict of interest policy, anytime

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00:05:49.410 --> 00:06:01.230

Lisa Schaertl: business comes before the board that relates to one of these organizations, you need to again disclose your potential conflict of interest and excuse yourself from discussion and voting on these actions.

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00:06:02.190 --> 00:06:10.620

Peggy: And this is Peggy after reading that I would have a conflict then with the American Legion because I'm the president of the auxiliary

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00:06:11.100 --> 00:06:13.140

Lisa Schaertl: So please go ahead and file that

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00:06:13.590 --> 00:06:14.820

Peggy: I'll redo my form and

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00:06:14.850 --> 00:06:15.600

Peggy: refile it

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00:06:15.720 --> 00:06:22.770

Lisa Schaertl: That'd be great. I mean, normally affiliation with another nonprofit is not an issue. This is out of an excess of caution that these have been disclosed.

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00:06:23.280 --> 00:06:27.120

Peggy: Okay, all right, what I was thinking. Okay.

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00:06:27.720 --> 00:06:36.090

neng Marquez: Lisa, I also have to disclose that my affiliation with Manchester Shortsville Lions Club as well.

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00:06:36.420 --> 00:06:44.160

Lisa Schaertl: That would be a good idea. That will be good. Again, thank you. So you just send Andrea a new form. Thank you.

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00:06:45.270 --> 00:06:59.040

Lisa Schaertl: All new trustees had to file their whistleblower statements and those have been received. And sadly, we need a motion to accept the resignation of Trustee Jessica Oliver effective September 9, she's having health problems that prevent her from serving.

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00:07:01.770 --> 00:07:09.810

Lisa Schaertl: We have motion from Pat Ayres to accept the resignation of Trustee Jessica Oliver from the Board of Trustees effective September 9. All in favor.

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00:07:10.560 --> 00:07:10.890

(all) Aye.

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00:07:12.450 --> 00:07:13.440

Lisa Schaertl: Are there any opposed.

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00:07:15.210 --> 00:07:16.590

Lisa Schaertl: No opposed. Motion carries.

70

00:07:18.660 --> 00:07:22.320

Lisa Schaertl: So next we have the Approval of Minutes from the previous meeting. Are they

71

00:07:25.080 --> 00:07:25.470

Lisa Schaertl: Here?

72

00:07:31.980 --> 00:07:32.400

Lisa Schaertl: Peggy?

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00:07:33.870 --> 00:07:35.160

Peggy: I do not see them

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00:07:37.830 --> 00:07:39.480

Peggy: Sorry, I did not put them in.

75

00:07:39.840 --> 00:07:41.820

Lisa Schaertl: Do you have, do you have time to can you do that now.

76

00:07:43.770 --> 00:07:48.300

Peggy: Yeah, it'll probably take me, oh no, I can't. Because I have a new computer, I'm on a different computer

77

00:07:51.300 --> 00:07:52.740

Lisa Schaertl: Gosh, I'm sorry, I missed this. I didn't

78

00:07:52.950 --> 00:07:55.050

Peggy: I mean, I couldn't run to my other computer

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00:07:55.050 --> 00:07:57.030

Lisa Schaertl: But did you send them to me?

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00:07:57.630 --> 00:08:01.740

Peggy: Um, yeah. A while back whenever we got them done.

81

00:08:02.130 --> 00:08:11.520

Lisa Schaertl: Okay stand by. We'll, we'll jump off agenda a little bit and Pat, you can introduce Chris and you can tell us a little bit about yourself while I look for them.

82

00:08:12.540 --> 00:08:12.930

Peggy: Okay.

83

00:08:18.180 --> 00:08:18.600

Lisa Schaertl: Okay.

84

00:08:18.660 --> 00:08:21.240

Patricia Ayres: Yes. Okay, so can I see him.

85

00:08:24.090 --> 00:08:25.560

Patricia Ayres: I'm only seeing half the crowd.

86

00:08:26.340 --> 00:08:28.260

Lisa Schaertl: You have to scroll down, Pat.

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00:08:28.680 --> 00:08:29.100

Lisa Schaertl: If there's

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00:08:29.400 --> 00:08:32.100

Lisa Schaertl: Some way, you can either scroll or change screen size to see everybody

89

00:08:34.470 --> 00:08:40.680

Chris: If it's displayed on your right as a column. There's a little down arrow up arrow at the top or bottom of

90

00:08:40.980 --> 00:08:42.420

Chris: The column of people

91

00:08:42.600 --> 00:08:43.170

Patricia Ayres: Yeah.

92

00:08:43.470 --> 00:08:44.400

Patricia Ayres: Okay, I guess.

93

00:08:44.820 --> 00:08:47.160

Patricia Ayres: What from top to bottom, but I don't see everybody

94

00:08:47.400 --> 00:08:50.340

Randy Ott: You can go gallery view and that'll open everybody up

95

00:08:50.940 --> 00:08:52.950

Patricia Ayres: Where we got gallery view.

96

00:08:54.150 --> 00:08:56.790

Randy Ott: On my screen it's the upper right, rather than speaker view.

97

00:09:04.260 --> 00:09:04.620

Patricia Ayres: Speaker view

98

00:09:05.880 --> 00:09:06.750

Randy Ott: Gallery view maybe

99

00:09:07.380 --> 00:09:08.760

Patricia Ayres: Gallery view. Yes.

100

00:09:10.680 --> 00:09:13.170

Patricia Ayres: And I still have all these papers in the middle of my screen.

101

00:09:16.680 --> 00:09:17.700

Chris: We're learning fun things aren't we

102

00:09:18.870 --> 00:09:21.810

Patricia Ayres: If I just ex them, will they go away? No probably.

103

00:09:24.480 --> 00:09:32.130

Patricia Ayres: Okay, stop Video, participants, chat, share record reactions. I don't see anything that tells me.

104

00:09:32.730 --> 00:09:46.020

Lisa Schaertl: So I'm going to move along, we do have the minutes from the July meeting. We didn't have an August meeting. So here the minutes from the July regular meeting. I apologize that we didn't get them posted in time for everybody to review in advance. So I'm taking a minute to look them over.

105

00:09:55.620 --> 00:09:56.730

Lisa Schaertl: Can we go to the next page.

106

00:10:35.760 --> 00:10:39.810

Lisa Schaertl: I apologize for the short amount of time available to you to read

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00:10:39.930 --> 00:10:40.620

Lisa Schaertl: Those but...

108

00:10:44.520 --> 00:10:45.660

Randy Ott: You're waiting for a motion?



109

00:10:47.280 --> 00:10:49.740

Randy Ott: I move to approve minutes from the July business meeting.

110

00:10:50.310 --> 00:10:56.610

Lisa Schaertl: Motion from Randy Ott to approve the minutes from the July 2020 business meeting. All in favor.

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00:10:57.240 --> 00:10:57.510

(all) Aye.

112

00:10:58.680 --> 00:10:59.310

Lisa Schaertl: Opposed.

113

00:11:00.900 --> 00:11:07.830

Lisa Schaertl: None opposed so the Minutes are approved and Peggy, I just threw them up in the in the Drive folder.

Peggy: Okay.

114

00:11:09.720 --> 00:11:10.980

Lisa Schaertl: Okay, next we have

115

00:11:12.630 --> 00:11:14.580

Lisa Schaertl: The claims reviewer report from Randy.

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00:11:16.050 --> 00:11:29.820

Randy Ott: So I actually, I listed this by month because we really had two months of claims. But if you recall in our July meeting we authorized Andrea to pay the July claims. So, um,

117

00:11:30.780 --> 00:11:42.270

Randy Ott: Those you'll see on Jan's report as checks paid prior to approval, because we're going to approve them tonight but Andrea was authorized to pay them so that they weren't late

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00:11:43.980 --> 00:11:45.420

Randy Ott: We had so

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00:11:46.920 --> 00:12:03.480

Randy Ott: Those are going to be combined with the July debits, which we don't normally do and they're going to be combined with the August debits, so we're going to be approving tonight if you concur \$15,651 and 38 cents for

120

00:12:04.530 --> 00:12:10.320

Randy Ott: Checks paid prior to approval, including debits paid prior to approval and then

121

00:12:11.700 --> 00:12:25.920

Randy Ott: What we do have our checks claims that came in in August, that have not been paid. And we have a couple of big checks this month because they have to do with the circulation desk.

122

00:12:26.520 --> 00:12:42.240

Randy Ott: And the ConneTrak that connects the circulation desk to the internet and electricity and the computer areas. So they total \$21,945 and 14 cents.

123

00:12:42.810 --> 00:12:57.270

Randy Ott: And that is not the full price because Andrea is holding back part of the cost because there's still work to be completed the computer desk area and so

124

00:12:59.040 --> 00:13:08.550

Randy Ott: So that's what we're asking of that's what needs to be paid. And so we need to authorize payment for Jan and Andrea to pay those bills.

125

00:13:10.290 --> 00:13:26.640

Lisa Schaertl: So I think that we have it correct here that it's going to be unpaid claims for July and August totaling 21,945 14 cents.

Randy Ott: Yes

Lisa Schaertl: and payments made prior to board approval tolling \$15,651 and 38 cents.

126

00:13:26.910 --> 00:13:28.320

Randy Ott: Yes, that's the motion.

127

00:13:29.160 --> 00:13:30.690

Lisa Schaertl: Can we have a motion to approve.

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00:13:31.770 --> 00:13:33.720

Peggy: I Peggy, I'll do the motion.

129

00:13:34.590 --> 00:13:46.170

Lisa Schaertl: To approve the unpaid claims totaling \$21,945 and 14 cents and payments made prior to board approval totaling \$15,651 and 38 cents and normally

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00:13:46.650 --> 00:13:59.640

Lisa Schaertl: When we meet as a board we pass these vouchers around their vouchers are all on the drive, you can see all the bills on Drive and every trustee needs to initial the payment voucher saying that they approve these payments. Since we are

131

00:13:59.640 --> 00:14:02.730

Lisa Schaertl: Meeting virtually. We will do this by roll call vote.

132

00:14:04.590 --> 00:14:06.270

Lisa Schaertl: Peggy, do you want to do roll call or should i.

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00:14:07.380 --> 00:14:08.220

Peggy: I can do it.

134

00:14:09.270 --> 00:14:13.290

Peggy: Okay, I'll start with the trustees here. Okay. So Lisa Schaertl.

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00:14:13.560 --> 00:14:13.920

Lisa Schaert: Aye

136

00:14:16.320 --> 00:14:17.580

Peggy: Okay. Pat Ayres.

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00:14:17.760 --> 00:14:18.120

Patricia Ayres: Aye

138

00:14:19.290 --> 00:14:19.800

Peggy: Randy.

139

00:14:20.970 --> 00:14:21.270

Randy Ott: Aye.

140

00:14:22.860 --> 00:14:23.730

Peggy: Kim Sutter.

141

00:14:24.420 --> 00:14:24.840

Kim Sutton: Aye

142

00:14:27.060 --> 00:14:28.740

Peggy: Peggy Sutton, Aye

143

00:14:29.790 --> 00:14:31.020

Peggy: Dustine Mullen.

144

00:14:31.680 --> 00:14:32.010

Dustine Mullen: Aye

145

00:14:34.230 --> 00:14:35.610

Peggy: Neng Marquez

146

00:14:35.850 --> 00:14:36.330

neng Marquez: Aye

147

00:14:38.880 --> 00:14:39.300

Lisa Schaertl: and

148

00:14:39.690 --> 00:14:41.280

Peggy: And I don't think I forget anybody

149

00:14:41.460 --> 00:14:44.610

Lisa Schaertl: Nope, but because she's absent at this time. Jill Persson is a nay.

150

00:14:45.750 --> 00:14:46.890

Lisa Schaertl: By virtue of being absent.

Peggy Sutton: yep

151

00:14:48.660 --> 00:14:57.270

Lisa Schaertl: Okay. Okay, thank you. Motion carries. Next we have the Treasurer's Report. Jan. What would you like me to open

152

00:14:58.860 --> 00:15:00.900

Jan Boor: Why don't we look at the

153

00:15:01.980 --> 00:15:05.640

Jan Boor: The audit report for since its last year and then we'll

154

00:15:07.350 --> 00:15:08.790

Jan Boor: We'll wrap up the year finally

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00:15:11.100 --> 00:15:13.740

Jan Boor: So we did have, we did have our audit.

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00:15:13.770 --> 00:15:14.430

Jan Boor: On August

157

00:15:14.940 --> 00:15:15.720

Jan Boor: August 5

158

00:15:15.930 --> 00:15:16.650

Lisa Schaertl: This document?

159

00:15:18.540 --> 00:15:20.370

Jan Boor: Yes, I believe so.

160

00:15:21.930 --> 00:15:22.770

Jan Boor: Yes, this the one

161

00:15:27.120 --> 00:15:31.080

Jan Boor: And if anybody really has nothing to do. This is plenty of reading for you later.

162

00:15:35.610 --> 00:15:39.120

Jan Boor: But basically, it sums up our June...

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00:15:41.700 --> 00:15:45.540

Jan Boor: our final statement from the fiscal year, which ended in June.

164

00:15:46.650 --> 00:15:58.620

Jan Boor: We had total expenses or total revenue of \$202,113, total expenses \$212,045

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00:16:00.270 --> 00:16:03.120

Jan Boor: Which they have it sorted

166

00:16:04.290 --> 00:16:08.730

Jan Boor: so like they have expenses in one spot. They have revenue in another

167

00:16:10.260 --> 00:16:11.670

Jan Boor: So I'm just summing it up for you.

168

00:16:12.330 --> 00:16:14.820

Lisa Schaertl: That is there a sheet that you'd like me to show or

169

00:16:14.940 --> 00:16:27.990

Jan Boor: No, there, there really isn't like a real summary. But just so that everyone knows what I'm referring to. This is the packet that came from the auditors with all of their opinions and everything but they

170

00:16:29.280 --> 00:16:35.040

Jan Boor: like I said those were the revenue and expenses. We had a total loss.

171

00:16:36.300 --> 00:16:48.600

Jan Boor: For lack of a better word of \$9,932 which is much better than the projected loss of \$27,600 and some that we had in the budget for last year.

172

00:16:51.420 --> 00:16:53.130

Jan Boor: so we didn't end the year to too badly.

173

00:16:53.640 --> 00:16:58.830

Lisa Schaertl: And when you say that loss, that was money that we would have taken out of our reserve fund.

174

00:16:59.280 --> 00:17:07.440

Jan Boor: Right, because we spent more than we took in. Okay, so I was they had to come from somewhere. So it came out of the reserves.

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00:17:10.770 --> 00:17:13.350

Jan Boor: The auditors didn't find any problems.

176

00:17:14.760 --> 00:17:17.970

Jan Boor: They said everything looked good. So there were no issues to address.

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00:17:19.020 --> 00:17:23.790

Jan Boor: And as long as the board approves they'll be filing our 990 which

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00:17:25.080 --> 00:17:33.510

Jan Boor: Is basically our tax return, even though we don't owe. We don't owe any taxes or anything, but we do have to file the 990

179

00:17:35.460 --> 00:17:39.690

Jan Boor: And they, Lisa, they did make the corrections that that you were looking for.

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00:17:40.200 --> 00:17:43.680

Lisa Schaertl: Okay. And are those corrected corrections in this copy

181

00:17:43.950 --> 00:17:44.430

Jan Boor: Yes.

182

00:17:46.470 --> 00:17:46.740

Lisa Schaertl: Okay.

183

00:17:48.090 --> 00:17:49.290

neng Marquez: I feel dizzy.

184

00:17:50.460 --> 00:17:51.180

Lisa Schaertl: What's that?

185

00:17:51.660 --> 00:17:53.760

neng Marquez: I feel dizzy moving I

186

00:17:54.960 --> 00:17:56.010

Lisa Schaertl: I know, I'm sorry. I try not to scroll very much

187

00:17:56.520 --> 00:18:00.570

neng Marquez: All right. Thank you.

188

00:18:00.600 --> 00:18:03.570

Lisa Schaertl: The best thing to do is for everybody to, we try to get all the documents up here.

189

00:18:04.620 --> 00:18:11.430

Lisa Schaertl: At the latest Saturday morning or Saturday like noon, so everybody can have all day Sunday to look at these documents.

190

00:18:11.430 --> 00:18:11.790

neng Marquez: Yeah.

191

00:18:12.030 --> 00:18:17.550

Lisa Schaertl: That didn't quite happen for some of them. So I apologize for that. Anyway, so there's the 990 report.

192

00:18:18.600 --> 00:18:22.440

Lisa Schaertl: What we would like, the, if ... are there any questions or comments on that.

193

00:18:25.380 --> 00:18:31.350

Lisa Schaertl: So what I would like then is to have a motion to accept that financial statements review report.

194

00:18:32.460 --> 00:18:34.950

Lisa Schaertl: And then another motion to authorize

195

00:18:36.360 --> 00:18:41.190

Lisa Schaertl: Is it to authorize you Jan, or do we authorize Bonn Giogardi and Ray to file our 990

196

00:18:41.700 --> 00:18:44.700

Jan Boor: Bonn Giogardi and Ray, they file it on our behalf.

197

00:18:45.120 --> 00:18:50.280

Lisa Schaertl: Okay, so first of all, can we have a motion to accept the financial statements review report.

198

00:18:51.060 --> 00:19:00.240

Lisa Schaertl: We have a motion from Pat Ayres to accept the financial statements review report provided by our independent consulting firm Bonn Giogardi and Ray.

199

00:19:01.290 --> 00:19:02.250

Lisa Schaertl: Are all in favor

(all): Aye

200

00:19:04.290 --> 00:19:05.370

Lisa Schaertl: Are there any opposed

201

00:19:07.080 --> 00:19:14.790

Lisa Schaertl: Hearing none the motion carries. Next, I'm looking for a motion to authorize them to file our 990

202

00:19:15.810 --> 00:19:18.240

Peggy: I'll do that. I'll do the motion.

203

00:19:18.570 --> 00:19:30.090

Lisa Schaertl: A motion from Peggy Sutton to authorize Bonn Giogardi and Ray to file the Library's 2019 form 990 the federal return of organization exempt from income tax with the IRS. All in favor.

204

00:19:30.660 --> 00:19:31.770  
Kimberly Sutter (et al): Aye. Aye.

205  
00:19:32.580 --> 00:19:33.510  
Lisa Schaertl: Are there any opposed

206  
00:19:35.460 --> 00:19:36.510  
Lisa Schaertl: none opposed, motion carries.

207  
00:19:37.920 --> 00:19:45.180  
Lisa Schaertl: Randy you're the Robert's Rules guy. Do I have to put down as Jill opposing those two motions or not because it's not a roll call vote.

208  
00:19:46.260 --> 00:19:58.500  
Randy Ott: A she's not part of the majority. She's just not here. So as long as the majority of us. We had five members, though. Yes, it carries that's all you have to worry about.

209  
00:19:58.710 --> 00:20:01.530  
Lisa Schaertl: Right. Thank you, next we have the directors report.

210  
00:20:01.950 --> 00:20:02.820  
Jan Boor: Wait, wait, wait.

211  
00:20:03.480 --> 00:20:04.320  
Patricia Ayres: Wait, wait, she's

212  
00:20:08.730 --> 00:20:09.810  
Lisa Schaertl: Sorry, you got a lot there. Yeah.

213  
00:20:11.220 --> 00:20:15.060  
Jan Boor: So if you want to pull up the budget versus actual

214  
00:20:16.920 --> 00:20:17.880  
Jan Boor: 08

215  
00:20:23.010 --> 00:20:23.550  
Jan Boor: Yes.

216  
00:20:26.910 --> 00:20:30.720  
Jan Boor: That's the one we normally look at each month. And honestly, this is

217  
00:20:32.460 --> 00:20:40.530  
Jan Boor: This is the first one we're looking at for this fiscal year. So it includes july and august revenue and expenses.



218

00:20:44.430 --> 00:20:48.450

Jan Boor: I mean, there's nothing real exciting to look at with it right now.

219

00:20:50.520 --> 00:20:51.630

Jan Boor: I'd say we're off to

220

00:20:53.190 --> 00:20:54.960

Jan Boor: Everything is as expected.

221

00:20:56.640 --> 00:21:15.150

Jan Boor: I do have a question for the board, though in the budget, there was an amount under expenses that was allocated for consulting and it was \$3,000 and then there was there's a budget, you know, obviously there's a budget line for the payroll expense,

222

00:21:16.170 --> 00:21:35.280

Jan Boor: for the for Paychex or the payroll service and that was only \$1500 and the \$1500 is not enough to cover our current payroll service. So I asked her about it earlier. And she believes the consulting was for a firm, you're going to hire to do long range planning.

223

00:21:36.000 --> 00:21:39.390

Jan Boor: Due to covid that didn't happen and

224

00:21:39.750 --> 00:21:48.720

Jan Boor: And the payroll service amount had been reduced, because we were going to get another company in to do a quote and change services, but that didn't happen either

225

00:21:50.430 --> 00:21:55.860

Jan Boor: So I'm wondering I currently have those two combined because I didn't know where to put consulting, we didn't

226

00:21:56.340 --> 00:22:00.090

Randy Ott: And what what line did the auditors fee come out of

227

00:22:02.880 --> 00:22:03.060

Jan Boor: um.

228

00:22:03.150 --> 00:22:04.440

Randy Ott: That's not consulting, is it

229

00:22:05.220 --> 00:22:08.220

Jan Boor: I think I put it under, no I put under legal and accounting

230

00:22:08.400 --> 00:22:11.280

Randy Ott: Oh yes okay here right that's that's the correct place.

231

00:22:11.490 --> 00:22:20.910

Jan Boor: Okay, though. So my question is, can we combine, can we combine the consulting into the payroll service budget line for this fiscal year.

232

00:22:24.720 --> 00:22:27.180

Lisa Schaertl: I do want to start long range planning.

233

00:22:29.460 --> 00:22:30.990

Lisa Schaertl: This month or next month.

234

00:22:32.730 --> 00:22:36.120

Lisa Schaertl: Whether we can make use of a consultant

235

00:22:37.230 --> 00:22:39.780

Lisa Schaertl: Effectively, I don't know, Andrea, what do you think

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00:22:41.310 --> 00:22:51.510

Andrea Tillinghast: I think if we follow the plan, as discussed in the workshop with Ron Kirsop, then I don't feel like we need to hire a consultant

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00:22:51.900 --> 00:23:08.520

Andrea Tillinghast: And there's so many restrictions because of COVID right now it wouldn't be gathering community people together and being a meeting, run by a consultant. So I don't think that that it would be feasible, the way things are with Covid so

238

00:23:08.850 --> 00:23:17.280

Lisa Schaertl: I agree. I think the main reason that we wanted to get the consultant in was to facilitate community input and that it's going to be exceedingly difficult so.

239

00:23:18.420 --> 00:23:28.530

Jan Boor: With that, with the current payroll service leaving \$1500 dollars on that budget line, you're absolutely going to go over budget, if that makes a difference to you.

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00:23:29.460 --> 00:23:33.090

Lisa Schaertl: Yeah, that budget can be used for that payroll service.

241

00:23:33.480 --> 00:23:33.750

Randy Ott: What do you

242

00:23:33.990 --> 00:23:35.460

Andrea Tillinghast: We wanted to change it.

243

00:23:36.360 --> 00:23:44.730

Andrea Tillinghast: We wanted to change to ADP and we were ready to make that change and then Covid happened so

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00:23:46.320 --> 00:23:48.090

Andrea Tillinghast: I'm content to stay where we are.

245

00:23:50.820 --> 00:23:56.790

Randy Ott: Is that why we budgeted a little low because we thought we'd be switching sometime early in the fiscal year to

246

00:23:56.790 --> 00:23:57.930

Andrea Tillinghast: Yeah.

247

00:24:00.990 --> 00:24:05.580

Randy Ott: So we're going to be over by a lot like 30% 40% Jan?

248

00:24:07.110 --> 00:24:12.450

Jan Boor: Um, if you combine it you won't be over. You're going to be under

Randy Ott: okay. Ok so you recommend -

249

00:24:12.840 --> 00:24:16.290

Jan Boor: at the current rate we it's about \$3600 for the year.

250

00:24:17.250 --> 00:24:19.680

Randy Ott: So you're recommending we modify our lines then

251

00:24:19.770 --> 00:24:21.330

Randy Ott: As a budget. Okay.

252

00:24:22.980 --> 00:24:30.210

Lisa Schaertl: Well, which leads to the discussion, do we modify our budget lines or do we just know that we're going to go over in one and not spend in another. And it's going to balance out.

253

00:24:31.020 --> 00:24:32.670

Randy Ott: We can do either way I think.

254

00:24:34.350 --> 00:24:35.760

Lisa Schaertl: I think I'm partial to the second

255

00:24:37.980 --> 00:24:38.700

Lisa Schaertl: But I'll probably change my mind soon.

256

00:24:41.820 --> 00:24:43.080

Randy Ott: We're not over yet. Right.

257

00:24:43.620 --> 00:24:44.040

Randy Ott: So the

258

00:24:44.400 --> 00:24:45.900

Andrea Tillinghast: I like budget modifications.

259

00:24:45.930 --> 00:24:48.900

Andrea Tillinghast: Because budget modifications.

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00:24:51.300 --> 00:24:58.740

Andrea Tillinghast: Will allow us to track the budget, much more closely without having to rely on our own memories for these

261

00:25:00.120 --> 00:25:01.200

Andrea Tillinghast: Things in there.

262

00:25:03.120 --> 00:25:03.480

Andrea Tillinghast: So,

263

00:25:03.660 --> 00:25:04.590

Lisa Schaertl: That's fine with me too

264

00:25:04.770 --> 00:25:07.020

Andrea Tillinghast: Do a budget modification.

Lisa Schaertl: Yeah.

265

00:25:09.210 --> 00:25:19.410

Jan Boor: I think in this case it does make sense to move it because you know upfront that you're not going to use the consulting budget for what you originally intended it for

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00:25:19.890 --> 00:25:24.660

Lisa Schaertl: Yeah, the only reason that I would be opposed that is that I don't really like the idea of making a budget and then just

267

00:25:24.660 --> 00:25:35.730

Lisa Schaertl: fluidly changing it as the year goes by, which doesn't help us then as much next year to do better. But in this case, I think you're right that it's clear. Okay.

268

00:25:35.760 --> 00:25:54.030

Randy Ott: Can we do this. Can we put a formal proposal for a budget modification on next month's agenda so we can see exactly what that is and then because it needs to come as a recommendation and then we act on it. But I think it would help us if we did see it in writing and it would probably make

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00:25:55.170 --> 00:26:02.100

Randy Ott: You know, and that, then we could probably do it in October and it's certainly going to be early enough that we won't go over by then.

270

00:26:02.880 --> 00:26:03.660

Jan Boor: No, I agree.

271

00:26:04.980 --> 00:26:08.580

Lisa Schaertl: So Jan, if you could make that recommendation in your report next month, that'd be great.

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00:26:09.090 --> 00:26:13.230

Jan Boor: Okay. And the other thing I just wanted to point out

273

00:26:14.850 --> 00:26:21.900

Jan Boor: As I've gotten more familiar with the with the library system and how we were record things on the budget.

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00:26:22.650 --> 00:26:36.060

Jan Boor: I've been playing around with QuickBooks, and trying to, you know, find a better way to report everything so that it's clear and like Andrea said, so we're not relying on our memory of, oh, what did we expect to go and what to expect to go under.

275

00:26:37.890 --> 00:26:54.630

Jan Boor: So every line you'll see it has it has an account number associated with it. I think the easiest way to do this, but to point out, if you scroll up Andrea, or not Andrea sorry Lisa, if you scroll up to the income at the top.

276

00:26:57.630 --> 00:26:57.960

Lisa Schaertl: Here?

277

00:26:58.530 --> 00:27:01.980

Jan Boor: Yep. So under gifts received

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00:27:04.200 --> 00:27:06.300

Jan Boor: 4020.1 is our account number for donations

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00:27:07.350 --> 00:27:09.360

Jan Boor: But then you can see there's a line that just says

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00:27:10.590 --> 00:27:11.910

Jan Boor: Friends donations

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00:27:13.440 --> 00:27:21.270

Jan Boor: And it doesn't have an account number, it's, it's getting reported the total gets reported as the

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00:27:22.410 --> 00:27:30.360

Jan Boor: Donations but by adding the line for friends donation, then we can separate out

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00:27:31.380 --> 00:27:40.170

Jan Boor: Specific donations. So those friends donations are funds that were donated for to specifically reimburse an expense that we have

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00:27:41.910 --> 00:27:52.920

Jan Boor: So in this case, that that \$3,354 makes up money that was donated for the directors computer and a monitor and for the backpack program.

285

00:27:54.570 --> 00:28:10.410

Jan Boor: Because those are also, and then further, further down in the expenses, you'll see there's a line that says, backpack. And so I've, I've pulled those out separate so that we can more easily match them because even though

286

00:28:12.180 --> 00:28:18.450

Jan Boor: We - I'm trying to figure out this way to explain it to you - So like we have the expense of the backpack program.

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00:28:19.410 --> 00:28:30.300

Jan Boor: And even though we know we're getting reimbursed. It still has to show as an expense. So if it's all lumped together. It looks like Andrea has gone over in her program supplies already

288

00:28:30.960 --> 00:28:42.540

Jan Boor: Which she hasn't because it's getting reimbursed. But because we're a nonprofit when we receive that reimbursement, we have to show income show it as income. We can't just offset the expense.

289

00:28:44.100 --> 00:28:53.070

Jan Boor: So the expense has to show up the income has to show up, but it's not always clear when they're all lumped together. That one is reimbursing the other

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00:28:53.790 --> 00:29:04.170

Lisa Schaertl: So are you suggesting up under income to identify the income purpose like this instead of just saying friends donations, it would be, it would be friends donation for backpack program?

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00:29:04.530 --> 00:29:05.460

Jan Boor: I can do that too

292

00:29:05.640 --> 00:29:07.230

Lisa Schaertl: Is that what you're suggesting?

293

00:29:07.320 --> 00:29:17.280

Jan Boor: No that, I was just explaining to why it was why some are just listed without an account number, and why it's going to look a little different than last year's reports.

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00:29:18.930 --> 00:29:26.850

Jan Boor: Same under like Memorial gifts I put a line there. So, so we know how many what was received in memory of Ken Reeves

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00:29:27.750 --> 00:29:40.230

Jan Boor: And you know if there was somebody else if there was other donations made in somebody else's memory. I can add another line, but then the total still goes under our budget line of Memorial gifts.

296

00:29:41.400 --> 00:29:47.730

Jan Boor: It's just a way of breaking out each each line that we can we can read it a little easier. And it makes more sense

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00:29:47.730 --> 00:29:48.360

Andrea Tillinghast: mm hm.

298

00:29:48.450 --> 00:29:49.650

Lisa Schaertl: I understand. I understand.

299

00:29:50.100 --> 00:29:56.070

Jan Boor: So not suggesting that I need anything changed or anything, but it just

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00:29:56.880 --> 00:30:01.890

Randy Ott: So you're saying some expense lines may look over, but they really aren't because we're getting reimbursed by

301

00:30:01.950 --> 00:30:05.100

Jan Boor: Right. That's part. So I was trying, I'm trying to

302

00:30:07.290 --> 00:30:20.310

Jan Boor: You know, tag them out little separate just so that we can match them up easier so that we're not like, Oh, why are the program supplies so far over and then always having to rely on, Oh, that's right. We bought backpack supplies, but those got reimbursed

303

00:30:21.810 --> 00:30:23.820

Lisa Schaertl: Maybe we ought to have friend donations

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00:30:23.850 --> 00:30:24.720

Lisa Schaertl: Programs.

305

00:30:24.870 --> 00:30:29.460

Lisa Schaertl: Right there, since it's going to reimburse programs and what is friends donations other donations

306

00:30:30.930 --> 00:30:33.750

Jan Boor: Other is just donations in general.

307

00:30:33.750 --> 00:30:34.800

Lisa Schaertl: unclassified OK.

308

00:30:35.430 --> 00:30:40.230

Jan Boor: So the friends donations. I pulled out separate because anybody could make a donation to the library.

309

00:30:42.330 --> 00:30:48.120

Jan Boor: In this I mean currently the donations - other that are there, most of that came from.

310

00:30:49.470 --> 00:30:54.150

Jan Boor: People donating funds for items that we were getting rid of

311

00:30:55.290 --> 00:30:56.190

Jan Boor: As our official

312

00:30:57.450 --> 00:31:02.400

Jan Boor: You know other people would say, oh, it's money we sold on Facebook marketplace, but

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00:31:04.230 --> 00:31:07.620

Jan Boor: We're saying we receive some donations for some things that we were getting rid of

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00:31:08.340 --> 00:31:09.900

Andrea Tillinghast: Because we can't sell things

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00:31:10.380 --> 00:31:16.140

Lisa Schaertl: And the friends donations, You're saying are almost always reimbursements for programs.

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00:31:16.800 --> 00:31:23.040

Jan Boor: Yes, so that line. I only have items that were donations that were meant as a reimbursement

317

00:31:23.580 --> 00:31:24.120

Lisa Schaertl: If they're always

318

00:31:24.420 --> 00:31:25.500

Jan Boor: I can word that differently.

319

00:31:25.590 --> 00:31:31.650

Lisa Schaertl: Yeah, if they're always for programs. So it might, it would help me to remember if you put friends donations for programs.

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00:31:32.160 --> 00:31:33.510

Jan Boor: I can do that.

321

00:31:35.310 --> 00:31:35.820

Andrea Tillinghast: Sometimes it's not. Sometimes its for computers,

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00:31:36.090 --> 00:31:36.900

Andrea Tillinghast: equipment.



323

00:31:37.290 --> 00:31:38.550

Jan Boor: Right. Yep.

324

00:31:38.970 --> 00:31:39.180

Patricia Ayres: Yeah.

325

00:31:39.240 --> 00:31:44.400

Lisa Schaertl: Yeah, we don't need to get that refined about it. So maybe having that explanation is enough.

326

00:31:44.940 --> 00:31:52.260

Jan Boor: Or maybe instead of or I could add reimbursement after it Friends donations for reimbursement

327

00:31:52.320 --> 00:31:52.830

Jan Boor: I don't know.

328

00:31:53.130 --> 00:31:53.940

Randy Ott: That might be good.

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00:31:54.450 --> 00:31:54.870

Jan Boor: Okay.

330

00:31:56.940 --> 00:31:57.810

Jan Boor: I was just trying to make it

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00:31:57.870 --> 00:32:00.030

Jan Boor: easier for us to keep track of all these

332

00:32:00.540 --> 00:32:08.130

Lisa Schaertl: But Randy reimbursement almost sounds like we're paying they're paying us back for services or something. So I can say about that

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00:32:09.330 --> 00:32:09.660

Randy Ott: Oh

334

00:32:11.580 --> 00:32:15.330

Lisa Schaertl: Thank you. I think I'm good with the explanation, that you'll have to repeat.

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00:32:18.990 --> 00:32:26.040

Jan Boor: I don't mind. But I think it'll make it easier to answer your questions later when you're saying, Well, why did we go over here or

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00:32:26.880 --> 00:32:28.110

Lisa Schaertl: Yeah, that's perfect.

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00:32:29.910 --> 00:32:32.430

Jan Boor: So anybody have any questions on the

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00:32:34.320 --> 00:32:50.250

Randy Ott: I just want to, I didn't mention on the claims, but I those for this next month in the the electrician bill and the furniture bill that's going to come out of capital fund or

339

00:32:51.450 --> 00:32:58.770

Randy Ott: If it comes out of the operating fund, the operating fund is going to get reimbursed by the capital fund. Is that how you plan to do it.

340

00:32:59.190 --> 00:33:01.500

Jan Boor: Um, I'm not sure how to do that.

341

00:33:03.570 --> 00:33:07.440

Jan Boor: I would guess the easy. I mean, it's already come out of the operating costs because of the check was already written

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00:33:07.530 --> 00:33:08.310

Randy Ott: Yes. So, okay.

343

00:33:08.790 --> 00:33:12.210

Randy Ott: So can you, so can the budget be reimbursed by capital fund

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00:33:13.800 --> 00:33:18.630

Jan Boor: Yes, it is technically that they're not expenses, they're going to be

345

00:33:21.030 --> 00:33:25.830

Jan Boor: They're gonna be classified as assets and then they'll be depreciated each year. Okay.

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00:33:27.630 --> 00:33:28.560

Jan Boor: I just need to figure out

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00:33:28.650 --> 00:33:32.790

Jan Boor: How to report that on here. Okay.

348

00:33:33.720 --> 00:33:36.060

Randy Ott: Yeah, I know it's confusing.

349

00:33:38.130 --> 00:33:39.840

Jan Boor: So at the moment it is under

350

00:33:40.500 --> 00:33:43.230

Jan Boor: Furniture, but it. I think I'm going to have to move it.

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00:33:46.740 --> 00:33:50.760

Jan Boor: But those yeah those definitely are not being expensed for this fiscal year.

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00:33:53.250 --> 00:33:55.680

Jan Boor: That they are on this. So you can see them.

353

00:34:01.260 --> 00:34:01.980

Jan Boor: Anybody else any questions.

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00:34:07.710 --> 00:34:09.660

Lisa Schaertl: Thank you for pointing out areas of

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00:34:10.890 --> 00:34:11.580

Lisa Schaertl: Interest.

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00:34:16.620 --> 00:34:19.230

Lisa Schaertl: And then that's the budget versus actual for the previous month.

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00:34:20.010 --> 00:34:25.860

Jan Boor: And which would be just, just the July expenses. The one we looked at includes July and August. So

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00:34:26.160 --> 00:34:29.370

Lisa Schaertl: Right. And then there's the check details for the expenses that we've already approved.

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00:34:30.660 --> 00:34:32.430

Lisa Schaertl: Which we've already had a chance to review.

360

00:34:34.980 --> 00:34:41.130

Lisa Schaertl: Okay, anything else that you'd like to highlight here. Or does anyone any trustee have questions about any of these documents.

361

00:34:42.000 --> 00:34:42.960

neng Marquez: Not at this moment.

362

00:34:44.250 --> 00:34:47.100

Lisa Schaertl: I see there's your bank reconciliations for all our different funds.

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00:34:47.820 --> 00:34:49.260

Jan Boor: Yep. And they all reconcile so

364

00:34:49.320 --> 00:34:49.830

Lisa Schaertl: Thank you.

365

00:34:50.250 --> 00:34:51.000

Jan Boor: Those are all good.

366

00:34:52.920 --> 00:34:54.960

Lisa Schaertl: Okay, anything else in the Treasurer's Report.

367

00:34:55.890 --> 00:34:57.870

Jan Boor: I don't have anything else. Okay.

368

00:34:58.350 --> 00:35:02.370

Lisa Schaertl: And we've done the motions to authorize the filing of our 990 right

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00:35:03.240 --> 00:35:08.430

Lisa Schaertl: Yes. Okay, so then we do move on to the directors report.

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00:35:11.340 --> 00:35:26.310

Andrea Tillinghast: I have given you a lot to look at the directors reports are two months worth of time so I'm not going to go through it point by point. I'm just going to hit the highlights. And then if you have questions.

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00:35:26.580 --> 00:35:27.870

Lisa Schaertl: What would you like me to display.

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00:35:29.790 --> 00:35:32.040

Andrea Tillinghast: So we'll start with the August directors report.

373

00:35:39.510 --> 00:35:40.620

Lisa Schaertl: Is that big enough for everyone?

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00:35:41.280 --> 00:35:42.150

Patricia Ayres: Yeah, no.

Randy Ott: A little Bigger

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00:35:42.570 --> 00:35:44.400

Patricia Ayres: Thank you.

376

00:35:46.080 --> 00:35:47.730

Lisa Schaertl: Don't have much choice between

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00:35:47.760 --> 00:35:49.440

Patricia Ayres: Right there. That's wonderful.

378

00:35:50.460 --> 00:35:51.450

Lisa Schaertl: You're just. All right.

379

00:35:52.980 --> 00:35:58.710

Andrea Tillinghast: So, um, we were able to give away 50 backpacks and our backpack giveaway.

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00:35:59.730 --> 00:36:09.930

Andrea Tillinghast: Which is down a considerable amount from the number, we'd normally give. But in light of curbside pickup and covid in general.

381

00:36:11.790 --> 00:36:16.530

Andrea Tillinghast: You know, I think it's a respectable number and then the friends.

382

00:36:16.530 --> 00:36:21.120

Andrea Tillinghast: did pay for all of the masks and water bottles. So there were 200 of each of the

383

00:36:22.380 --> 00:36:39.420

Andrea Tillinghast: those masks and water bottles. I want to make sure they got into the hands of students as soon as was possible. We separated those between the three school offices and they have disseminated the masks and water bottles to the students.

384

00:36:40.470 --> 00:36:49.920

Andrea Tillinghast: So that was great. And I thank the friends again for that donation to cover those needed PPE in particular.

385

00:36:51.720 --> 00:36:56.400

Andrea Tillinghast: I have posted for a long term substitute clerk.

386

00:36:57.900 --> 00:37:06.960

Andrea Tillinghast: Did interview one person we only had one person apply and she's declined the position that I offered her so

387

00:37:08.790 --> 00:37:11.850

Andrea Tillinghast: We'll just keep on plugging along and see where I can go with that.

388

00:37:13.770 --> 00:37:23.640

Andrea Tillinghast: I reported to a lot of you that all of the shelf reading has been completed in library, meaning that each and every book was put back in order

389

00:37:25.620 --> 00:37:28.350

Andrea Tillinghast: After the carpeting that took

390

00:37:29.370 --> 00:37:47.490

Andrea Tillinghast: I think it took about six weeks for our staff to to look at over 30,000 items here in library. So I'm really, really grateful and proud of my staff for having completed that in such a short time frame with all the things we had going on here.

391

00:37:50.730 --> 00:37:59.760

Andrea Tillinghast: Lot of information in facilities and technology but Pat Ayres' going to cover that in her report and probably more succinct manner. This is sort of just

392

00:38:02.160 --> 00:38:16.920

Andrea Tillinghast: item by item schedule of what I did every day regarding facilities and technology. So I'm happy to answer any questions you have about that facilities and technology. What's been going on here.

393

00:38:19.530 --> 00:38:27.870

Andrea Tillinghast: Probably the only other thing of note that I've got for August is way down under administrative activities and that is

394

00:38:29.190 --> 00:38:37.740

Andrea Tillinghast: You may have heard that there was a theft in the library, a student broke in to the school building and stole a staff laptop.

395

00:38:40.980 --> 00:38:41.250

Lisa Schaertl: Yeah.

396

00:38:41.280 --> 00:38:41.880

Lisa Schaertl: Amongst other

397

00:38:43.020 --> 00:38:43.320

Lisa Schaertl: things

398

00:38:43.710 --> 00:38:46.740

Andrea Tillinghast: But this is really what was of note for us.

399

00:38:47.790 --> 00:38:59.640

Andrea Tillinghast: We did report to the Ontario County Sheriff, when last I followed up with them, it's just a couple of weeks ago and you know arrest was eminent but

400

00:39:00.840 --> 00:39:08.550

Andrea Tillinghast: I don't think that we'll get the laptop back and it was purchased in 2017

401

00:39:09.750 --> 00:39:22.080

Andrea Tillinghast: And it was thousand dollar laptop at that time. Our insurance agent that I reported it to, we've got a \$500 deductible. So that doesn't make any sense to do that.

402

00:39:24.510 --> 00:39:27.060

Andrea Tillinghast: So that's just a little

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00:39:27.750 --> 00:39:35.820

Randy Ott: Andrea, we do have an insurance fund, \$1,000 to cover deductible costs set aside.

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00:39:38.250 --> 00:39:38.790

Andrea Tillinghast: I don't

405

00:39:39.690 --> 00:39:57.120

Andrea Tillinghast: I don't want to replace it. Because there's another laptop here that can be used by the Youth Services Librarian, and she's getting a brand new all in one at the new desk, an all in one computer workstation. So I don't think we need to spend it that way.

406

00:40:00.960 --> 00:40:03.030

Andrea Tillinghast: I think I think it'll work just fine.

407

00:40:05.940 --> 00:40:12.090

Andrea Tillinghast: So if we want to look at the september directors report, Anyone have any questions about anything you read in August.

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00:40:15.090 --> 00:40:15.540

Peggy: No.

409

00:40:15.840 --> 00:40:16.140

(Unidentified): No.

410

00:40:22.350 --> 00:40:34.410

Andrea Tillinghast: I give you a lot of other information and statistics of who's been using ancestry and mango languages and owwl2go. And so, you know, you can take a look at those. But

411

00:40:36.780 --> 00:40:42.210

Andrea Tillinghast: Now, in September that probably one of the more interesting things that happened is I was able to meet with Philip Bredesen

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00:40:43.410 --> 00:40:50.520

Andrea Tillinghast: I don't know if everyone's familiar with him. He's a red jacket graduate who went on to be mayor of Nashville.

413

00:40:51.210 --> 00:40:52.710

Jan Boor: governor, Governor.

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00:40:52.920 --> 00:40:54.750

Jan Boor: Governor of Tennessee.

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00:40:55.110 --> 00:40:57.540

Andrea Tillinghast: Mayor of Nashville and then Governor of Tennessee.

416

00:40:57.720 --> 00:41:02.160

Andrea Tillinghast: Okay, so, um, we had a nice meeting.

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00:41:05.070 --> 00:41:15.240

Andrea Tillinghast: I can't, It wasn't the same type of meeting that the trustees had with him last year. This was just, you know, touring

418

00:41:16.230 --> 00:41:35.730

Andrea Tillinghast: The new changes to our facility and he seemed to think that was all really nice and we talked a little bit about our design plans that still are awaiting completion, but it didn't seem as though that was his real purpose to be here. His real purpose was to use

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00:41:36.960 --> 00:41:43.410

Andrea Tillinghast: Old school yearbooks, so I was able to help them with that and copyright issues related to that. So,

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00:41:46.350 --> 00:41:47.970

Andrea Tillinghast: It was a nice meeting.

421

00:41:48.420 --> 00:41:50.280

Patricia Ayres: Andrea. Can I interrupt.

422

00:41:50.610 --> 00:41:50.940

Andrea Tillinghast: Sure.

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00:41:52.260 --> 00:42:04.530

Patricia Ayres: Little background Philip Bredesen was a major given giver to our first fund drive that we had in what two years ago now. Yeah, I guess it was

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00:42:05.610 --> 00:42:30.210

Patricia Ayres: And gave \$5,000 to the fund and we could do matching if we wanted to. So you know anybody who gave. Then he matched, essentially. So we ended up getting getting the 500 or \$5,000 and he also inspired another former alumni to do this same thing but he one-upped them by \$1,000

425

00:42:31.590 --> 00:42:47.850

Patricia Ayres: Between the two of them. We got \$11,000 and for a total of a little over I think was 21 some rather that we ended with. So that's mighty nice. So he happened to be in the library before

426

00:42:48.600 --> 00:43:00.180

Patricia Ayres: the remodel for the first time. Well, not the first time because he did come and Chris, Olivia was one of his tour guides when he was here and

427

00:43:01.410 --> 00:43:12.870

Patricia Ayres: did a tour of the library. And I guess at the time was his, the bust bus that they have in the auditorium lobby. Now, was that in the library at one time. I'm having a hard time you

428

00:43:12.960 --> 00:43:15.720

Randy Ott: Know it was debated as to whether where to put it. But it's

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00:43:15.780 --> 00:43:17.910



Patricia Ayres: Ah, right. Well, he was asking where it was

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00:43:19.020 --> 00:43:19.650

Andrea Tillinghast: according

431

00:43:23.760 --> 00:43:27.180

Lisa Schaertl: Andrea, do you have more for the September directors report.

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00:43:27.810 --> 00:43:34.650

Andrea Tillinghast: Um, I just, I did want to mention that I have held off and paying for the

433

00:43:36.570 --> 00:43:56.970

Andrea Tillinghast: The complete invoice for creative library concepts, because there is still installation to be done to finish all the computer workstations and the circulation desk. So that was supposed to be done any day now mid September is what I've been told so.

434

00:43:59.880 --> 00:44:04.170

Andrea Tillinghast: For those of you that can remember back to our former treasurer.

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00:44:06.000 --> 00:44:06.570

Andrea Tillinghast: Robin

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00:44:07.740 --> 00:44:26.100

Andrea Tillinghast: It was a great amount of time spent talking about getting certain reports from her for me to plan programming and for materials and I am happy to report that I asked Jan for those same reports and she had them to me within minutes.

437

00:44:27.450 --> 00:44:28.410

Jan Boor: They weren't complicated.

438

00:44:30.540 --> 00:44:30.930

Lisa Schaertl: Nice.

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00:44:31.380 --> 00:44:35.160

Andrea Tillinghast: Good. So that just goes to show it's not impossible.

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00:44:36.720 --> 00:44:38.760

Randy Ott: we made a right decision.

441

00:44:39.270 --> 00:44:39.570

Andrea Tillinghast: Yes.

442

00:44:42.180 --> 00:44:44.940

Lisa Schaertl: So do you have anything else that you'd like to mention under directors report

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00:44:45.000 --> 00:44:52.200

Andrea Tillinghast: Don't really, in particular, a lot has been going on here. But I think it'll be covered a lot in committee reports coming up.

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00:44:53.190 --> 00:45:08.160

Lisa Schaertl: I think a highlight is that you real you're doing curbside delivery and you have reopened for in person services with an appointment and looking at bringing limited in-library browsing in the future month

445

00:45:09.540 --> 00:45:21.030

Andrea Tillinghast: beginning of October is when I want to start appointments for in person browsing. I wanted to have school open give us two to three weeks after that. So we could see what happened in terms of the pandemic.

446

00:45:21.810 --> 00:45:28.560

Andrea Tillinghast: And by then will be at the beginning of October. So I'm thinking appointments for browsing beginning of October.

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00:45:28.920 --> 00:45:41.940

Lisa Schaertl: Okay, good. And anybody who needs. If the public asks you questions about it. We do keep the library website up to date with updates and Andrea and her staff do Facebook updates. So that's where you can find information.

448

00:45:42.660 --> 00:45:46.290

Andrea Tillinghast: There's a nice section reopening FAQs on our site.

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00:45:48.930 --> 00:45:52.710

Lisa Schaertl: Okay, so then we are moving on to

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00:45:54.000 --> 00:46:02.130

Lisa Schaertl: We're not gonna have a appointment of a substitute clerk, so finance and audit report committee report any, Randy you have any findings on that

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00:46:02.190 --> 00:46:13.110

Randy Ott: No report, we have a meeting next week, next Monday for September meeting and Andrea just sent out zoom invite to committee members, thank you Andrea

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00:46:14.460 --> 00:46:22.590

Lisa Schaertl: Okay. And we have a policy committee report a short one. As you know, we have

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00:46:24.240 --> 00:46:26.820

Lisa Schaertl: Six policies that have to be reviewed and updated by

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00:46:27.330 --> 00:46:36.990

Lisa Schaertl: The end of the year to be compliant with the minimum standards we didn't get these done because of so many other things that were happening, but we do have a schedule we had just had to push our schedule forward to work on them.

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00:46:37.860 --> 00:46:44.430

Lisa Schaertl: There is a policy number 100-2 that Peggy's been putting together to try to get some consistencies and how we develop

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00:46:44.430 --> 00:46:47.910

Lisa Schaertl: Policies and that was presented it is on

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00:46:50.310 --> 00:46:53.100

Peggy: It's posted it's down at the bottom.

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00:46:54.120 --> 00:46:54.600

Lisa Schaertl: Here it is.

459

00:46:55.620 --> 00:46:58.200

Lisa Schaertl: Posted for you to do first review.

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00:46:58.860 --> 00:47:02.070

Peggy: The top one. I put in. Okay.

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00:47:03.690 --> 00:47:06.510

Peggy: I apologize. I didn't get it there in time on Sunday.

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00:47:07.200 --> 00:47:13.110

Lisa Schaertl: So have a chance after this meeting, have a look at it, you'll have another chance to

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00:47:13.500 --> 00:47:21.930

Lisa Schaertl: The way we, the way we work for those who are not familiar - for policies we present it one month for first reading, where you have a chance to read it for the first time and ask any questions.

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00:47:22.200 --> 00:47:28.920

Lisa Schaertl: Then the committee takes all of that input and puts together a policy that we present for second reading at the next monthly meeting.

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00:47:29.370 --> 00:47:37.110

Lisa Schaertl: And usually, then approval at the second reading, that's the process. So there's a policy for you to look at for first reading, now you'll see it again next month.

466

00:47:38.520 --> 00:47:47.580

Lisa Schaertl: Neng I'm sorry I didn't get a chance to ask you, I wanted to know if you would be interested in joining the policy committee, we have an opening on the policy committee where we develop policies which

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00:47:48.540 --> 00:47:52.770

neng Marquez: Is that the only open one is there another department now.

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00:47:53.520 --> 00:47:55.800

Lisa Schaertl: Um, it's the one I need someone on

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00:47:55.920 --> 00:47:56.340

neng Marquez: Okay.

470

00:47:58.980 --> 00:48:01.650

neng Marquez: And and I will learn a lot. Yeah.

471

00:48:02.400 --> 00:48:14.700

Lisa Schaertl: Good, good. Okay. Because it's an also an opportunity for you to as we work on the policies to read about the policies that we have and to discuss why we have them and what we want to change. So it's an opportunity for you to learn a lot about how the library operates.

472

00:48:14.910 --> 00:48:15.750

neng Marquez: All right. Thank you.

473

00:48:16.140 --> 00:48:22.500

Lisa Schaertl: Good, so I will appoint a Neng Marquez to the policy committee, can you note that in the Minutes.

474

00:48:23.760 --> 00:48:27.690

Lisa Schaertl: Facilities report that will be Pat

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00:48:29.430 --> 00:48:42.960

Patricia Ayres: Okay, my report is short and sweet. And I'll just tell you what happened this summer us probably starting with the desk being installed. I couldn't remember when, but I think it was like the first week in August, wasn't it, Andrea

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00:48:44.700 --> 00:48:46.770

Andrea Tillinghast: I have to look exactly it's all a blur.

477

00:48:47.640 --> 00:49:00.660

Patricia Ayres: It is to me too, but it was after our last meeting and later than it was supposed to be. So first it was not without its issues of problems and so

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00:49:03.360 --> 00:49:11.970

Patricia Ayres: We ended up the wiring was not done correctly for the IT wiring.

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00:49:13.140 --> 00:49:23.040

Patricia Ayres: There was a problem with one of the bookcases and trying to hide the wiring, and one leg on one of the computers tables was missing.

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00:49:23.430 --> 00:49:30.660

Patricia Ayres: The wiring could not be threaded through. So that's one of the reasons why the rest of library concepts haven't been paid yet.

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00:49:31.620 --> 00:49:55.350

Patricia Ayres: We're waiting for them to come in and tidy up the problems and we ended up hiring our own electrician after we initially decided to take the school's offer of using their electrician, who happened to be a BOCES electrician and half the work wasn't done and the other half was done sloppily

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00:49:56.490 --> 00:50:09.300

Patricia Ayres: So we decided to go ahead and just hire somebody and get it done right, the person we hired did a really good job really strong all the wires from Andrea's old office

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00:50:11.100 --> 00:50:24.180

Patricia Ayres: To all the equipment in the circ desk and the computer desks and then he labeled each one and put them in a box that can lock, right Andrea

484

00:50:24.330 --> 00:50:25.410

Andrea Tillinghast: wiring closet. Yeah.

485

00:50:25.620 --> 00:50:38.100

Patricia Ayres: Yes, yes. And it's up on the wall, and out of the way and I think it was money really well spent and it got us our smart desk as smart as it could be.

486

00:50:39.930 --> 00:50:40.800

Patricia Ayres: kind of dumb yet.

487

00:50:43.290 --> 00:50:45.510

Patricia Ayres: The other issue was a

488

00:50:46.710 --> 00:50:59.310

Patricia Ayres: Andrea moving into her office and it's looking lovely and the first time you can get into the library, you go in and take a look. She did a great job of decorating.

489

00:50:59.850 --> 00:51:06.150

Patricia Ayres: as well as putting 10 pounds in a five pound container. You know what

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00:51:08.190 --> 00:51:15.060

Patricia Ayres: She's got the walls, full of shelves and all kinds of good things in there. Um,

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00:51:16.260 --> 00:51:17.370

Lisa Schaertl: Just a couple more minutes, Pat

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00:51:17.730 --> 00:51:23.820

Patricia Ayres: Yep. Okay. The furniture all had to be moved, of course, and staff all did that and

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00:51:24.660 --> 00:51:32.490

Patricia Ayres: We had a little issue, still have, over the fax machine. The school would like us to move it and we're kind of still in negotiation and looking

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00:51:33.090 --> 00:51:51.810

Patricia Ayres: Into the possibility of doing that. And then as far as the awning over the doors outside, the school has taken on the responsibility of getting that done. So we're looking forward to having a new cover on our very rusty crusty looking awning over the outside doors.

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00:51:52.050 --> 00:51:53.130

Lisa Schaertl: That's very needed, yeah.

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00:51:53.670 --> 00:51:54.570

Patricia Ayres: Any questions.

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00:51:55.830 --> 00:51:57.030

Patricia Ayres: No, okay.

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00:51:57.540 --> 00:51:57.720

Patricia Ayres: Thanks.

499

00:51:58.110 --> 00:52:01.620

Lisa Schaertl: Thank you so much for Facilities Committee and Andrea for all of the work that's been done

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00:52:03.570 --> 00:52:04.080

neng Marquez: The job.

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00:52:05.820 --> 00:52:14.100

Lisa Schaertl: Personnel Committee, we have Kim has stepped up as Personnel Committee Chair. So I'll let her present

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00:52:16.050 --> 00:52:17.430

Kimberly Sutter: I'll be a little nervous right now.

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00:52:20.040 --> 00:52:21.150

Patricia Ayres: You're among friends.

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00:52:23.370 --> 00:52:28.410

Kimberly Sutter: Thanks Lisa. I'm so the Personnel Committee had a had a virtual meeting up on the 17th.

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00:52:30.450 --> 00:52:40.410

Kimberly Sutter: In order to discuss, of course, Jill stepping down and then me coming up as new chair. We also talked about accrued PTO and staff scheduling for the rest of the year.

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00:52:41.340 --> 00:52:50.970

Kimberly Sutter: Some employees won't be able to use their accrued PTO this year even though they carry forward a week as our policy allows so the committee recommends that

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00:52:53.610 --> 00:53:05.850

Kimberly Sutter: That there's no change to policy, unused that can't be carried forward will have to be forfeited and when scheduling time off the director should give priority to employees who continued to work full schedules.

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00:53:07.530 --> 00:53:10.380

Kimberly Sutter: During the work from home period due to the pandemic.

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00:53:13.050 --> 00:53:14.280

Kimberly Sutter: And then

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00:53:15.960 --> 00:53:26.910

Kimberly Sutter: We had, Manchester Shortsville CSD administration concerns were discussed on the committee and we discussed ways to assist and support the director going forward.

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00:53:29.940 --> 00:53:31.440

Lisa Schaertl: Any question.

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00:53:34.020 --> 00:53:34.560

Lisa Schaertl: Thank you.

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00:53:35.610 --> 00:53:39.690

Lisa Schaertl: Thank you very much. Um, long range planning.

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00:53:41.940 --> 00:53:43.080

Lisa Schaertl: Is Next on the agenda.

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00:53:45.330 --> 00:53:54.870

Lisa Schaertl: I would like to start and, you know, we talked about the need to do it. We have a long range plan and it's good for still a couple more years, but it's really not appropriate to

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00:53:55.440 --> 00:54:00.600

Lisa Schaertl: The current director, the current board, current vision. So we really would like to start the planning process.

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00:54:00.870 --> 00:54:06.960

Lisa Schaertl: Several of us attended a pioneer library system presentation on long range planning and have some good ideas and some good tools. So I'd like to

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00:54:07.290 --> 00:54:17.850

Lisa Schaertl: appoint a Long Range Planning Committee and ask them to meet and present a timeline at our October meeting simply present a timeline. So here's what we would like to do, and the timeline.

519

00:54:19.740 --> 00:54:28.260

Lisa Schaertl: Peggy and Dusty seem to interested in it, and Pat and I would support it and Peggy, did you want to be on the Long Range Planning Committee.

Peggy Sutton: Um Yes

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00:54:29.400 --> 00:54:31.680

Lisa Schaertl: And Dustine

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00:54:32.220 --> 00:54:33.360

Dusty: Yep. Yes.

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00:54:33.750 --> 00:54:34.650

Lisa Schaertl: And Pat

Patricia Ayres: Yep

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00:54:35.190 --> 00:54:41.220

Lisa Schaertl: And is there any. Is there another person who'd like to join this Long Range Planning Committee.

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00:54:43.020 --> 00:54:53.790

Lisa Schaertl: The first thing that committee would do is kind of get together and maybe try to get a board retreat to talk about our vision and then outline how we're going to put together a long range plan. Maybe it's a two year plan. Maybe it's a five year plan.

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00:54:56.970 --> 00:54:58.800

Lisa Schaertl: Alright, so I'm going to keep the invitation open

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00:55:00.900 --> 00:55:02.610

Lisa Schaertl: For the time being,

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00:55:04.380 --> 00:55:10.470

Lisa Schaertl: Peggy or Dusty, do you want to step forward as the person to start the process, schedule a meeting and start the process.

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00:55:11.190 --> 00:55:13.050

Peggy: I can do that.

Lisa Schaertl: Excellent.

529

00:55:13.860 --> 00:55:16.200

Dusty: Thank you. Peggy, you can show me the ropes. This will be my first.

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00:55:17.670 --> 00:55:26.040

Lisa Schaertl: And anytime someone wants to join that committee. Just let me know and we'll, or let Peggy know and she'll loop you in on to the committee and you can you can support.

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00:55:27.300 --> 00:55:30.810

Peggy: For now, Lisa. Are you on the committee to or no because your name is down.

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00:55:31.140 --> 00:55:32.310



Lisa Schaertl: Yeah, I will. I will. Certainly

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00:55:32.310 --> 00:55:35.760

Peggy: Okay. All right. So it's the four of us so far.

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00:55:36.780 --> 00:55:37.140

Peggy: Okay. Great

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00:55:38.280 --> 00:55:41.820

Andrea Tillinghast: I think Lisa is a de facto member of every committee.

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00:55:42.060 --> 00:55:43.620

Patricia Ayres: She is. ex officio

537

00:55:43.710 --> 00:55:50.940

Lisa Schaertl: Yeah, yeah, the President and the Vice President, are ex officio members of every committee, how much we do on the committee is. Yeah.

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00:55:52.170 --> 00:55:54.720

Lisa Schaertl: So I think I'd like to support this committee.

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00:55:54.780 --> 00:55:55.470

Peggy Sutton: Yeah.

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00:55:56.640 --> 00:56:02.160

Lisa Schaertl: So, okay. And then finally, very exciting. We have nominations committee, Pat.

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00:56:04.770 --> 00:56:07.830

Patricia Ayres: Oh yeah. Okay. Are we going to introduce Chris

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00:56:07.980 --> 00:56:14.850

Patricia Ayres: You want me to. Yes. So to introduce Chris Spencer, who has agreed to be

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00:56:16.050 --> 00:56:18.150

Patricia Ayres: A trustee and

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00:56:19.950 --> 00:56:21.750

Patricia Ayres: Lisa is putting up

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00:56:23.040 --> 00:56:34.170

Patricia Ayres: The information about himself that he sent us today, and I would just like to add to that that he and his wife Lisa, who is the Vice President of the friends.

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00:56:34.650 --> 00:56:48.300

Patricia Ayres: and their daughter Olivia, are very, very strong supporters of the library. In fact, they have been as a family, friends, since the friends' inception, probably in 1990

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00:56:48.960 --> 00:56:54.900

Patricia Ayres: I'm going to guess for that, you know, took a year or two for us to get our nonprofit status and that kind of thing.

548

00:56:55.560 --> 00:57:10.710

Patricia Ayres: And so I am just thrilled that he's taken an interest in the library, and I welcome and if Lisa would like me to, I will then nominate him to be a trustee of the Red Jacket Community Library board

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00:57:10.830 --> 00:57:13.050

Lisa Schaertl: So we have a motion from Pat Ayres to appoint

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00:57:15.750 --> 00:57:18.480

Lisa Schaertl: I'm sorry, Chris Spencer - Chris or Christopher

551

00:57:19.110 --> 00:57:25.740

Chris: Um, well, my, my full name is Christopher, but if I get called Christopher I think I'm in trouble so

552

00:57:27.900 --> 00:57:28.980

Chris: I prefer Chris

553

00:57:30.030 --> 00:57:31.260

Patricia Ayres: Right, Chris it is

554

00:57:31.920 --> 00:57:34.350

Lisa Schaertl: Chris Spencer to the vacancy on the board of trustees.

555

00:57:34.410 --> 00:57:39.240

Lisa Schaertl: For term expiring June 2025 accordance with our bylaws.

556

00:57:41.160 --> 00:57:42.150

Lisa Schaertl: All in favor.

557

00:57:42.780 --> 00:57:43.590

Dusty (and all): Aye. Aye.

558

00:57:44.460 --> 00:57:45.450

Lisa Schaertl: Are there any

559

00:57:46.080 --> 00:57:46.260

Lisa Schaertl: opposed

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00:57:47.940 --> 00:57:50.220

Randy Ott: Thanks Chris for counting those votes too

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00:57:50.550 --> 00:57:51.870

Patricia Ayres: Oh, yes, yes I

562

00:57:52.110 --> 00:57:53.100

Patricia Ayres: should have mentioned that

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00:57:55.980 --> 00:57:56.280

Randy Ott: Oh,

564

00:57:58.170 --> 00:57:58.770

Chris: You're welcome.

565

00:58:00.060 --> 00:58:01.020

Chris: It was a long evening.

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00:58:03.240 --> 00:58:10.770

Lisa Schaertl: So I did I hear any opposed. OK, so the motion carries. And we're going to do the swearing in of

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00:58:12.270 --> 00:58:13.710

Lisa Schaertl: Chris and

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00:58:15.000 --> 00:58:16.620

Chris: I'm glad someone went before me now.

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00:58:20.220 --> 00:58:38.910

Chris: All right, let's start at the top right. I do solemnly swear or affirm that I will support Constitution of the United States and the Constitution of the State of New York. And that I will faithfully discharge the duties of the office of Trustee for the Red Jacket Community Library.

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00:58:40.080 --> 00:58:43.770

Chris: To the according to the best according to the best of my ability.

571

00:58:44.730 --> 00:58:52.410

Lisa Schaertl: Awesome. Thank you. So can I'll email you this form because I don't think you have access to drive yet.

572

00:58:52.920 --> 00:58:53.460

Chris: OK

573

00:58:54.600 --> 00:59:01.080

Lisa Schaertl: You need to sign it, have it notarized and return it to Andrea at the library, you can use the book drop

574

00:59:02.190 --> 00:59:05.460

Lisa Schaertl: And she needs to file with the county clerk. This has to be done within 30 days.

575

00:59:06.960 --> 00:59:07.890

Chris: Sounds easy to do.

576

00:59:14.310 --> 00:59:18.960

Lisa Schaertl: And as far as getting things notarized you can make an appointment at Canandaigua National Bank here in Shortsville.

577

00:59:18.960 --> 00:59:21.030

Chris: thanks, that's helpful.

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00:59:21.570 --> 00:59:25.590

Dusty: Actually, you don't even need to make an appointment Chris, you go right to the drive through

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00:59:26.010 --> 00:59:28.080

Dusty: You shoot it right like you're doing a deposit

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00:59:29.490 --> 00:59:29.880

Dusty: They do.

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00:59:30.990 --> 00:59:31.860

Chris: It's great.

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00:59:32.250 --> 00:59:33.690

Lisa Schaertl: Yes. thank you.

583

00:59:35.760 --> 00:59:36.960

Lisa Schaertl: Okay, um,

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00:59:38.790 --> 00:59:41.520

Lisa Schaertl: We don't have any unfinished business. Um,

585

00:59:42.810 --> 00:59:48.630

Lisa Schaertl: Do I do have one item of new business that I'm sorry, someone asking a question?

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00:59:50.550 --> 01:00:01.320

Lisa Schaertl: That we've been requested by the district administration to amend the contract between the Board of Trustees and the Board of Education, they would like us to include a section on data security and privacy.

587

01:00:01.740 --> 01:00:13.140

Lisa Schaertl: Along with three addenda they proposed. one the school districts parents Bill of Rights, the parents Bill of Rights supplemental and the third part of data security and privacy plan that they want us to write

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01:00:13.680 --> 01:00:19.770

Lisa Schaertl: The reason for this is that, Andrea in her directors report indicated, that we're still working on how to

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01:00:20.280 --> 01:00:25.590

Lisa Schaertl: So we have we have items that are owned by the school and we have items that are owned by the public library.

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01:00:25.890 --> 01:00:35.160

Lisa Schaertl: And one of one of the wonderful things about our library that we share those resources. We can check out we can let public people check out school-owned materials and vice versa.

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01:00:35.970 --> 01:00:47.700

Lisa Schaertl: In order to do that, there are two different computer systems, of course, and the school's computer system the BOCES computer system has just transitioned to a different system and in the resulting

592

01:00:48.840 --> 01:00:59.190

Lisa Schaertl: Work realized that giving us access to that is an issue of giving us access to student records, perhaps, or student information. So it raises the whole question of

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01:00:59.730 --> 01:01:11.400

Lisa Schaertl: Are we going to comply with their data, with student privacy and security. So that has to be looked into. It's a big question. We can't answer it right away, but we are going to

594

01:01:12.600 --> 01:01:31.440

Lisa Schaertl: Separate the two issues. They wanted to build it into our contract and we're going to ask them to leave the contract alone and create a separate agreement regarding data security and privacy. So I would like to appoint an ad hoc committee to work on that on resolving that issue.

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01:01:34.740 --> 01:01:37.140

Lisa Schaertl: It kind of crosses over facilities and personnel.

596

01:01:39.420 --> 01:01:41.070

Lisa Schaertl: Do I have a volunteer committee chair.

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01:01:44.400 --> 01:01:46.350

Randy Ott: I would be on it. If

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01:01:48.000 --> 01:01:48.900

Randy Ott: You'd like somebody

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01:01:49.620 --> 01:01:51.060

Lisa Schaertl: Absolutely. I would like you.

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01:01:54.000 --> 01:01:54.960

Andrea Tillinghast: Thank you, Randy.

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01:01:55.860 --> 01:01:59.040

Lisa Schaertl: And of course I'll join. Would anybody like to help

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01:02:01.920 --> 01:02:06.300

Randy Ott: Pat You have a good reputation with the school, I'd love if you're interested. I mean, you have

603

01:02:06.690 --> 01:02:07.230

Patricia Ayres: Are you talking to me.

604

01:02:08.010 --> 01:02:10.710

Randy Ott: You have your history with the school.

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01:02:12.330 --> 01:02:13.710

Randy Ott: You know, for a long time.

606

01:02:14.190 --> 01:02:20.010

Patricia Ayres: Okay, if you're not relying on me for anything technical, I could be a person.

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01:02:20.730 --> 01:02:21.180

Randy Ott: we need

608

01:02:21.240 --> 01:02:22.830

Randy Ott: We need your personality.

609

01:02:23.070 --> 01:02:24.450

Patricia Ayres: All right, you got me I'm in.

610

01:02:26.460 --> 01:02:32.820

Randy Ott: And I'm not saying you're the only one. But I just know you know i know you have some respect

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01:02:34.050 --> 01:02:37.920

Randy Ott: In, from their perspective and it might be helpful.

612

01:02:38.190 --> 01:02:40.830

Randy Ott: Okay, when we get into discussions.

613

01:02:41.910 --> 01:02:42.720

Patricia Ayres: Twist my arm.

614

01:02:44.430 --> 01:02:51.450

Lisa Schaertl: So it's Randy, myself and Pat. Anybody want to join. Okay, so we'll get started on trying to resolve that issue.

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01:02:52.470 --> 01:03:04.740

Lisa Schaertl: Chris, I forgot to ask you, normally we let new trustees have a month of vacation without any kind of committee work but I wondered if you would step into the committees of Jessica is that Jessica was on

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01:03:05.100 --> 01:03:14.730

Lisa Schaertl: To fill her shoes. In the beginning, you can certainly just listen and learn, but those would be the Facilities Committee and the Finance Committee. Pat is the head of the facilities and Randy's the head of finance.

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01:03:15.270 --> 01:03:17.460

Chris: Sure, I'd be happy to do that.

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01:03:17.820 --> 01:03:18.750

Lisa Schaertl: Awesome. Thank you. So

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01:03:18.780 --> 01:03:20.340

Patricia Ayres: Thank you. Yes, thank you.

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01:03:24.840 --> 01:03:26.460

Patricia Ayres: You did good, it's 8:04

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01:03:26.850 --> 01:03:36.990

Lisa Schaertl: I have no correspondence and communications received. Does anyone have anything else they need to report or any questions that we might have skipped over in working our way through the agenda.

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01:03:41.190 --> 01:03:51.360

Andrea Tillinghast: I just want to make sure to, to reiterate my gratitude for the support that I received over the course of this summer with the different issues that have occurred here and are occurring.

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01:03:53.100 --> 01:03:55.110

Andrea Tillinghast: I'm very grateful for my trustees.

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01:03:56.160 --> 01:03:57.060

Lisa Schaertl: We're grateful for you.

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01:03:57.090 --> 01:03:59.070

Patricia Ayres: Are very grateful for you.

626

01:04:01.290 --> 01:04:08.100

Lisa Schaertl: Okay, with no further business before us, um, I adjourn the meeting at 8:04 and will stop the recording.