

TRANSCRIPT OF THE OCT 19, 2020 MEETING OF THE RED JACKET COMMUNITY LIBRARY BOARD OF TRUSTEES

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00:00:07.440 --> 00:00:11.340

Lisa Schaertl: Okay, I'm calling the meeting to order at seven o'clock, and I've started recording

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00:00:12.450 --> 00:00:18.330

Lisa Schaertl: This meeting is taking place remotely via video conference in accordance with the governor's executive order 202.67

3

00:00:18.690 --> 00:00:24.180

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

4

00:00:24.480 --> 00:00:36.570

Lisa Schaertl: The public has the ability to view or listen to this meeting proceeding online through links posted on our public website. This meeting is being recorded a transcript of the meeting will be posted on the library website in addition to the minutes.

5

00:00:37.590 --> 00:00:38.460

Lisa Schaertl: Roll call, please.

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00:00:39.120 --> 00:00:44.910

Peggy: Trustees Pat Ayres, Dustine Mullen, Randy Ott,

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00:00:45.420 --> 00:00:47.610

Peggy: Lisa Schaertl,

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00:00:47.790 --> 00:00:48.150

Lisa Schaertl: Present

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00:00:49.170 --> 00:00:51.240

Peggy: Peggy Sutton. I'm present

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00:00:52.350 --> 00:00:58.350

Peggy: And director Andrea Tillinghast, and Treasurer Jan Boor

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00:00:59.490 --> 00:00:59.970

Jan Boor: Hi Everyone

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00:01:01.020 --> 00:01:02.670

Lisa Schaertl: OK, thank you. Um,

13

00:01:03.090 --> 00:01:07.410

Lisa Schaertl: Are there any changes or additions to the agenda. Any questions about the agenda.

14

00:01:09.810 --> 00:01:16.170

Lisa Schaertl: Okay, and we welcome public comments at this time in accordance with our public comment policy. Are there any guests.

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00:01:17.430 --> 00:01:20.730

Lisa Schaertl: No. Next on the agenda approval of minutes.

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00:01:22.770 --> 00:01:25.440

Lisa Schaertl: Does anybody need me to pull them up or have you reviewed them.

17

00:01:27.390 --> 00:01:28.170

Patricia Ayres: I reviewed.

18

00:01:29.040 --> 00:01:29.640

Andrea Tillinghast: I read

19

00:01:30.480 --> 00:01:34.830

Lisa Schaertl: I didn't see any questions or comments on the minutes. So can we have a motion to approve.

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00:01:35.370 --> 00:01:37.230

Patricia Ayres: So moved

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00:01:38.160 --> 00:01:44.400

Lisa Schaertl: A motion from Pat Ayres to approve the minutes from the September 21 board meeting, or is it the 21st or 20?

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00:01:45.270 --> 00:01:46.500

Peggy: It was 21st

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00:01:46.800 --> 00:01:48.180

Lisa Schaertl: September 21 board meeting

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00:01:50.970 --> 00:01:51.660

Lisa Schaertl: All in favor.

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00:01:52.440 --> 00:01:53.280

Dusty Mullen and others: Aye. Aye.

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00:01:54.270 --> 00:01:55.020

Lisa Schaertl: Any opposed.

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00:01:56.310 --> 00:02:01.2

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Lisa Schaertl: Hearing none, the motion carries. Financial reports and approval of expenditures. I'll

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00:02:01.260 --> 00:02:02.340

Lisa Schaertl: pull up the claims for you.

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00:02:05.340 --> 00:02:06.660

Randall Ott: So everything looked good.

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00:02:08.160 --> 00:02:08.640

Randall Ott: I just

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00:02:10.920 --> 00:02:13.170

Randall Ott: There was just a few debit card payments.

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00:02:14.670 --> 00:02:38.730

Randall Ott: So that comes to 135.45 and then there were some big bills this month, namely the last of the furniture payment to CLC and so, I made a note there after Andrea looked it up for me, the quote, because I thought it was a little under

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00:02:40.980 --> 00:02:44.880

Randall Ott: and it wa. So they didn't charge us the full amount for the installation.

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00:02:46.140 --> 00:02:46.560

Randall Ott: And

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00:02:48.270 --> 00:02:54.060

Randall Ott: Then the other big bill in September was the retirement system which is paid for the year.

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00:02:55.560 --> 00:02:56.070

Randall Ott: And then

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00:02:58.080 --> 00:03:01.890

Randall Ott: In terms of the bank statement, you'll see on Jan's report that the

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00:03:04.380 --> 00:03:13.140

Randall Ott: tax money was given to us a little early this year, it seems. They gave it to Andrea the end of September. So we have all the taxes for the year in.

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00:03:15.180 --> 00:03:15.720

Unknown Speaker: Excellent.

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00:03:17.460 --> 00:03:19.380

Lisa Schaertl: Any question about the claims reviewer report.

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00:03:22.830 --> 00:03:27.390

Lisa Schaertl: Okay, so then the claims audit and the approval of payment.

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00:03:28.980 --> 00:03:30.390

Lisa Schaertl: I will pull up the

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00:03:32.070 --> 00:03:33.600

Lisa Schaertl: unpaid bills audit sheet.

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00:03:34.740 --> 00:03:37.800

Lisa Schaertl: This is what we would normally pass around during our meeting for signature.

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00:03:39.270 --> 00:03:42.360

Lisa Schaertl: And I don't see anybody has made any questions on them.

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00:03:46.770 --> 00:03:49.860

Lisa Schaertl: So we could have a motion to approve the unpaid claims.

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00:03:51.630 --> 00:03:52.320

Patricia Ayres: So moved.

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00:03:53.220 --> 00:04:09.090

Lisa Schaertl: A motion by Pat Ayres to approve the unpaid claims totaling \$35,259.99 and payments made prior to board approval totaling \$135.45 by roll call vote,

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00:04:10.260 --> 00:04:11.190

Lisa Schaertl: as presented.

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00:04:12.300 --> 00:04:14.190

Lisa Schaertl: Peggy. Can you do the roll call vote, please.

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00:04:14.400 --> 00:04:14.850

Peggy: Yeah.

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00:04:17.310 --> 00:04:18.630

Peggy: Okay. Pat Ayres.

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00:04:19.020 --> 00:04:19.440

Patricia Ayres: Aye

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00:04:21.900 --> 00:04:24.210

Peggy: Dustine Mullen.

Dustin Mullen: Aye

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00:04:25.890 --> 00:04:26.430

Peggy: Randy.

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00:04:27.480 --> 00:04:27.720

Randall Ott: Aye,

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00:04:30.120 --> 00:04:31.140

Peggy: Lisa Schaertl.

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00:04:31.410 --> 00:04:31.800

Lisa Schaertl: Aye

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00:04:33.570 --> 00:04:35.880

Peggy: And Peggy Sutton, Aye

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00:04:37.620 --> 00:04:43.590

Lisa Schaertl: Okay, and I believe all four trustees who are not here tonight are a nay because of absence. Is that right

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00:04:44.700 --> 00:04:45.660

Andrea Tillinghast: Mm hm.

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00:04:50.280 --> 00:04:51.330

Lisa Schaertl: So the motion carries

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00:04:55.410 --> 00:04:58.770

Lisa Schaertl: And I'll turn it over to Jan for the Treasurer's Report. What would you like me to

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00:04:58.770 --> 00:04:59.160

Lisa Schaertl: display

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00:05:00.180 --> 00:05:05.610

Jan Boor: If you would pull up the budget versus actual think that's the easiest one to look at

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00:05:09.330 --> 00:05:10.050

Lisa Schaertl: So big enough? Looks like it's as big as its gonna get

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00:05:10.110 --> 00:05:11.820

Patricia Ayres: Yes, thank you.

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00:05:12.030 --> 00:05:12.420

Jan Boor: Yep.

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00:05:14.460 --> 00:05:20.490

Jan Boor: And as Randy said we did receive the tax money. So at this point we we're

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00:05:22.080 --> 00:05:24.630

Jan Boor: actually a little above what we had budgeted for income.

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00:05:26.010 --> 00:05:37.860

Jan Boor: And we're three months into the budget year already so we're, you know, everything should be kind of at 25% and that's pretty much where we are so

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00:05:38.970 --> 00:05:41.130

Jan Boor: all the expenses are pretty much on track.

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00:05:43.740 --> 00:05:52.500

Jan Boor: The payroll expenses are going to be a little bit over, but we knew that was going to happen because there's not enough, there wasn't enough budgeted for the

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00:05:54.390 --> 00:05:55.710

Jan Boor: payroll service.

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00:05:57.900 --> 00:05:59.190

Jan Boor: Other than that, there's

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00:06:00.360 --> 00:06:03.270

Jan Boor: there's nothing out of line. There's everything looks good.

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00:06:04.560 --> 00:06:06.990

Lisa Schaertl: A little over on program expenses, but

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00:06:08.400 --> 00:06:15.150

Jan Boor: That's partly because of the backpack giveaway. And most of that was reimbursed by the friends.

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00:06:15.450 --> 00:06:16.710

Lisa Schaertl: Oh right, I remember now.

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00:06:19.320 --> 00:06:30.450

Jan Boor: So, so really with program supplies, where it's with the program supplies. If you look at the line by line instead of the total, it gives you a better picture.

Lisa Schaertl: Okay. Yes.

81

00:06:31.890 --> 00:06:33.510

Jan Boor: The backpack throws it off.

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00:06:33.750 --> 00:06:34.650

Andrea Tillinghast: Mm hmm.

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00:06:37.740 --> 00:06:42.870

Jan Boor: So in some of these cases, it is better to look at each line versus the total

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00:06:43.440 --> 00:06:49.350

Lisa Schaertl: And the furniture is 645% of our budget but that's something we've talked about that, that's um.

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00:06:49.920 --> 00:06:53.280

Jan Boor: That's the same thing. It's computers and monitors that were reimbursed.

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00:06:53.880 --> 00:06:55.290

Lisa Schaertl: By the friends.

Jan Boor: Yep.

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00:06:56.310 --> 00:06:56.640

Lisa Schaertl: Okay.

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00:06:59.580 --> 00:07:01.290

Lisa Schaertl: Good. Any questions on the P&L?

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00:07:01.290 --> 00:07:01.860

Jan Boor: We're looking good.

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00:07:03.510 --> 00:07:06.120

Lisa Schaertl: Great. And what else would you like to talk about

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00:07:06.810 --> 00:07:11.580

Jan Boor: Um, I don't have anything else I really need to talk about it, unless somebody has questions.

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00:07:13.530 --> 00:07:16.560

Jan Boor: Everything seems to be going smoothly and there's nothing

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00:07:18.990 --> 00:07:20.640

Jan Boor: No problems at this point. So it's good

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00:07:21.360 --> 00:07:22.830

Randall Ott: Yeah. That is great.

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00:07:23.250 --> 00:07:28.470

Lisa Schaertl: And I signed the tax return. So that Andrea got that in the mail. So, okay.

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00:07:30.270 --> 00:07:32.010

Jan Boor: And we're all set on that one.

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00:07:32.970 --> 00:07:34.920

Jan Boor: Okay, and

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00:07:36.090 --> 00:07:38.460

Jan Boor: Yeah, I think that's it. Well, thank you.

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00:07:39.630 --> 00:07:40.980

Lisa Schaertl: We'll go on to the director's report.

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00:07:43.260 --> 00:07:44.370

Lisa Schaertl: What would you like to open for this?

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00:07:45.990 --> 00:07:47.730

Andrea Tillinghast: Just the regular directors report.

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00:07:51.630 --> 00:07:54.030

Andrea Tillinghast: So I'll just hit a few highlights here.

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00:07:56.340 --> 00:08:11.820

Andrea Tillinghast: Most of you know that we have been having people come in to make appointment. They're coming in to browse the collection by appointment so you know, that's happening, not as much as we'd like. But I think it's in line with what you see at other libraries.

104

00:08:12.990 --> 00:08:13.590

Andrea Tillinghast: Right now.

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00:08:15.750 --> 00:08:27.390

Andrea Tillinghast: You might have noticed in the e newsletter that we have created a survey about programming. So that's been posted on the Facebook page, it was sent out the past two weeks in the e newsletter.

106

00:08:28.920 --> 00:08:39.960

Andrea Tillinghast: You know, take a chance and fill that out, take some time, so we can get a better idea of where to put the money and what kind of things people actually want for virtual programming.

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00:08:41.490 --> 00:08:49.440

Andrea Tillinghast: Or they, you know, there's a spot on there, you can even say that you don't want virtual programming and some different reasons why.

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00:08:51.330 --> 00:09:00.870

Andrea Tillinghast: So we're hoping to get some feedback on that. Feel free to share it as well, that survey, with people who you think are interested, or people that aren't interested in library services.

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00:09:03.390 --> 00:09:09.270

Andrea Tillinghast: So hopefully we'll be able to get some targeted direction from that survey.

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00:09:11.580 --> 00:09:18.870

Andrea Tillinghast: You may have also heard that our cleaner resigned on the seventh of October.

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00:09:19.830 --> 00:09:35.070

Andrea Tillinghast: And I've advertised for the cleaner position. I've set up some interviews, which haven't been attended. I have got three more people interested right now, hoping to get interviews scheduled that people actually come to the interview.

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00:09:37.590 --> 00:09:43.320

Andrea Tillinghast: And on a positive note, though, the school's been cleaning library since this happened.

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00:09:44.280 --> 00:09:44.850

Patricia Ayres: Whoa.

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00:09:45.900 --> 00:10:03.390

Andrea Tillinghast: Yeah, and throughout the library there are little sheets that they have to initial and date as they clean different areas. And as they use different products to clean those. So we do know that that is being done, not just by observation, but by someone signing off on it.

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00:10:05.370 --> 00:10:08.670

Andrea Tillinghast: So it's not as though we're not being cleaned at all, or are only

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00:10:08.670 --> 00:10:12.270

Andrea Tillinghast: being, it appears to be that we're being cleaned every day.

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00:10:13.170 --> 00:10:15.090

Patricia Ayres: Wonderful. So

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00:10:17.760 --> 00:10:19.230

Andrea Tillinghast: You know that means,

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00:10:20.640 --> 00:10:33.780

Andrea Tillinghast: you know, I think it was indicated to us that we did need to continue on employing a cleaner. So I'll still go through this process, unless someone, unless one of the trustees thinks that it's not necessary.

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00:10:36.750 --> 00:10:39.900

Andrea Tillinghast: So, okay, um,

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00:10:41.370 --> 00:10:53.490

Lisa Schaertl: I mean, we need to we need to make sure that our, the cleaning is done, and since the school scheduling is not under our control, perhaps it's best to go ahead with it.

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00:10:54.360 --> 00:10:55.650

Andrea Tillinghast: Those are kind of my thoughts.

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00:10:57.540 --> 00:11:02.370

Lisa Schaertl: We don't want to be scrambling, if they can't manage to do it, then we'd be scrambling at the last minute.

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00:11:02.790 --> 00:11:14.130

Andrea Tillinghast: Mm hmm. And I think, plus, you know, as long as we're still in this pandemic we'll still need that level of cleaning during the summer so

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00:11:15.570 --> 00:11:19.770

Andrea Tillinghast: Yeah, just continue on with the same thing we're doing right now.

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00:11:23.460 --> 00:11:30.990

Andrea Tillinghast: As far as facilities and technology. We're really taking some of our final leaps over here, as far as our renovation project.

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00:11:33.450 --> 00:11:38.100

Andrea Tillinghast: Three new staff computers were installed at the circulation desk.

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00:11:40.710 --> 00:11:41.370

Andrea Tillinghast: By

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00:11:42.390 --> 00:11:54.570

Andrea Tillinghast: Matt Kominarek over at PLS so I've got the new computer in my office, the wireless access point has been fixed. So you can access our Wi Fi.

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00:11:56.010 --> 00:12:12.180

Andrea Tillinghast: I've been working with the automation Services Committee at PLS about combining that with our system and how we can try to get that to move a little bit more smoothly and in line with some of the

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00:12:13.590 --> 00:12:21.330

Andrea Tillinghast: Education law regarding personal identifiable information. So we've just had a meeting about that today and

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00:12:22.770 --> 00:12:25.350

Andrea Tillinghast: Where stands, is it looks as though

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00:12:27.570 --> 00:12:29.400

Andrea Tillinghast: With the procedures that that the

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00:12:30.690 --> 00:12:37.590

Andrea Tillinghast: School can come to an agreement on we will still need to have that third party vendor agreement.

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00:12:39.090 --> 00:12:51.240

Andrea Tillinghast: That deals with the Education Law, referring to the personal identifiable information. So all the policy that was requested of us in signing that third party vendor document.

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00:12:53.730 --> 00:12:55.410

Andrea Tillinghast: still needs to be done.

Lisa Schaertl: Okay.

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00:12:59.310 --> 00:13:09.150

Andrea Tillinghast: We had the final installation for the computer work table and our circulation desk done by creative library concepts.

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00:13:10.500 --> 00:13:11.100

Andrea Tillinghast: So,

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00:13:13.260 --> 00:13:26.940

Andrea Tillinghast: We also had the chairs delivered from Creative library concepts. So everything looks very nice and perfect right now. No cords hanging down into that new computer table the bookshelf is in the new desk.

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00:13:28.350 --> 00:13:40.350

Andrea Tillinghast: It looks really sharp in there. I think it, you know, and that's the feedback we've been receiving as well. So just now, we're really itching to, can we get some more people in

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00:13:41.040 --> 00:13:41.340

Patricia Ayres: Yeah.

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00:13:42.990 --> 00:13:47.310

Patricia Ayres: It does look great. I was there this afternoon. I second everything she says

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00:13:48.180 --> 00:13:50.640

Andrea Tillinghast: Yeah, it looks pretty good, I think.

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00:13:53.310 --> 00:13:54.750

Andrea Tillinghast: Let's see, what else I've got here.

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00:13:56.850 --> 00:14:03.690

Andrea Tillinghast: So I just put a first draft of a new pandemic response up.

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00:14:05.580 --> 00:14:21.720

Andrea Tillinghast: To be reviewed by the policy committee and submitted to this board hopefully at the next meeting, because this was a New York State requirement. It was requirement as of september 30th and it says immediately.

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00:14:23.010 --> 00:14:30.060

Andrea Tillinghast: If you click on the, I sent a link to the people on the policy committee so it's it's kind of

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00:14:31.170 --> 00:14:41.280

Andrea Tillinghast: We need to be vigilant to get this in place as soon as we possibly can. Most of that plan deals with what would you do if an employee

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00:14:42.750 --> 00:15:04.410

Andrea Tillinghast: had a communicable disease. What exactly, who's responsible for doing exactly what and how do you prepare the building, who do you contact it. It's the nitty gritty directly resulting from if someone were to be diagnosed, what would you do.

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00:15:04.530 --> 00:15:15.210

Lisa Schaertl: Let's look at it at the next policy meeting and we can bypass our usual first reading and second reading and just present it for adoption at our at the November meeting. Would that be fast enough.

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00:15:16.110 --> 00:15:29.940

Andrea Tillinghast: Yeah, I mean, it can't be any faster than this. This is as fast as it could have been anyone. Okay. I think that were required to put it on our website and post it conspicuously right

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00:15:31.740 --> 00:15:38.010

Andrea Tillinghast: But you know even PLS has had to put a rush job on this. And I think that will be fine. It would

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00:15:39.030 --> 00:15:44.550

Andrea Tillinghast: We just want to hopefully have it in place before we need to have it in place. Yeah.

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00:15:45.870 --> 00:15:50.760

Lisa Schaertl: Okay, yeah, we'll look at it at Policy Committee, I don't think it's in condition to adopt it tonight

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00:15:50.760 --> 00:15:51.180

Lisa Schaertl: Now,

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00:15:52.140 --> 00:15:54.270

Lisa Schaertl: And I also wanted to compare it to our

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00:15:55.260 --> 00:15:58.440

Lisa Schaertl: Existing disaster plan and

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00:15:58.530 --> 00:16:02.370

Lisa Schaertl: reconcile any conflicts or order redundancies there and

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00:16:02.610 --> 00:16:07.410

Lisa Schaertl: so we'll definitely take that at our next policy committee meeting. Do we know when that is

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00:16:10.920 --> 00:16:11.340

Andrea Tillinghast: I'll look

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00:16:16.440 --> 00:16:20.370

Lisa Schaertl: Monday, November ninth. Okay, so we'll, we'll take it up, then

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00:16:21.090 --> 00:16:21.390

Andrea Tillinghast: Okay.

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00:16:27.570 --> 00:16:34.140

Andrea Tillinghast: I just want to thank every one, all of the trustees for their support with all that's going on right now with the library.

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00:16:38.070 --> 00:16:40.290

Andrea Tillinghast: That's really all I have to share with you.

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00:16:41.670 --> 00:16:41.940

Andrea Tillinghast: I think

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00:16:43.110 --> 00:16:48.690

Patricia Ayres: I would like to thank you for including those trustee readings in your report

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00:16:48.780 --> 00:16:51.090

Lisa Schaertl: Yeah, that's a great service. Yeah.

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00:16:51.210 --> 00:16:55.230

Patricia Ayres: It is it, keep it up any interesting things that you see.

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00:16:55.830 --> 00:16:58.590

Andrea Tillinghast: I was just so you can kind of see what are the issues going on in the

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00:16:58.590 --> 00:16:59.400

Andrea Tillinghast: Mainstream

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00:16:59.670 --> 00:17:00.690

Andrea Tillinghast: World right now.

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00:17:00.990 --> 00:17:02.910

Andrea Tillinghast: And what is the response.

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00:17:03.600 --> 00:17:14.220

Patricia Ayres: The article about the couple that decided to be philanthropists and support libraries through sustainability. Excellent idea.

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00:17:14.610 --> 00:17:19.140

Patricia Ayres: Excellent. We should kind of look into something like that for programming.

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00:17:19.950 --> 00:17:23.280

Patricia Ayres: That was kind of what I was hoping

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00:17:23.280 --> 00:17:24.870

Patricia Ayres: Nag some people that would be interested in doing that.

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00:17:25.350 --> 00:17:26.700

Andrea Tillinghast: Mm hmm.

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00:17:27.840 --> 00:17:32.880

Lisa Schaertl: I do see a question from Randy on the director's report, any recommendations for change after your insurance review.

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00:17:33.570 --> 00:17:38.760

Andrea Tillinghast: So after the insurance review. I had to submit the cost of the new furniture.

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00:17:39.780 --> 00:17:58.140

Andrea Tillinghast: Which will be the desk and a computer counter, the computer table. Those were things that he wanted the pricing on and I also had to submit a new listing of, you know, what were the total number of books that we had nonfiction and fiction adult children's and then

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00:17:59.520 --> 00:18:07.890

Andrea Tillinghast: Average cost for the total collection. So if there was a loss. Somehow we could be reimbursed for that so

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00:18:08.970 --> 00:18:23.310

Andrea Tillinghast: I just submitted those numbers to him last week, Frank Stoll at Anderson Van Horn, and he'll get back to me he was doing the calculations for it. So it may affect our policy. I can't say exactly how much

183

00:18:24.750 --> 00:18:33.390

Lisa Schaertl: But I think that that was the purpose of the review. That you've done the annual insurance review and you've updated to reflect our real assets. And that's I think that's great.

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00:18:33.960 --> 00:18:34.290

Andrea Tillinghast: Yeah.

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00:18:36.720 --> 00:18:37.050

Lisa Schaertl: Okay.

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00:18:39.960 --> 00:18:41.010

Lisa Schaertl: Anything you want to highlight in stats

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00:18:41.010 --> 00:18:44.490

Andrea Tillinghast: Can now look at this. Wow. I don't know if highlight would be the word

188

00:18:45.660 --> 00:18:57.750

Andrea Tillinghast: There's a lot of statistics in that and the reason for some of those statistics are so you can see how those databases are being used. Ancestry. You don't have to open it. No one has used it.

189

00:18:58.380 --> 00:19:06.480

Lisa Schaertl: Yeah, and mango neither and we used to highlight it on our website. But it's really kind of buried on our website under the Services tab. So I guess it's not surprising that no one's using it.

190

00:19:06.900 --> 00:19:11.040

Lisa Schaertl: If we wanted people to use it. We could advertise it more, but I don't know if that's a priority for us.

191

00:19:12.360 --> 00:19:24.180

Andrea Tillinghast: Yeah, I mean, I'd like to focus on it right now. But there's so much information to push out to people. So I want to make sure we get the most important information out. But yeah, I want to do that.

192

00:19:25.680 --> 00:19:32.880

Andrea Tillinghast: The owl to go stats. You can see from the owl to go stats that are people, people are using these

193

00:19:36.030 --> 00:19:42.240

Andrea Tillinghast: These resources you know 126 books, 89 ebooks.

194

00:19:43.860 --> 00:19:47.730

Andrea Tillinghast: for 215 items borrowed

195

00:19:50.160 --> 00:19:56.880

Andrea Tillinghast: You know, it's not a gigantic jump from where we used to be. We used to hang out around 175

196

00:19:58.530 --> 00:20:05.040

Andrea Tillinghast: So it's more than we were seeing use of before. But if you look at the other report.

197

00:20:07.980 --> 00:20:10.560

Andrea Tillinghast: It's the one that says, let's see

198

00:20:14.370 --> 00:20:15.990

Andrea Tillinghast: Maybe I don't have it up here.

199

00:20:17.190 --> 00:20:20.940

Andrea Tillinghast: Oh, it says September 2020 all libraries all checkouts.

200

00:20:24.360 --> 00:20:32.790

Andrea Tillinghast: So what this is, you know you can look at this chart and see how it's comparing to all the other libraries.

201

00:20:33.930 --> 00:20:42.810

Andrea Tillinghast: What their checkouts have been like, now you have to think about it sort of pro rata where you think the size of the Community.

202

00:20:44.340 --> 00:21:03.720

Andrea Tillinghast: But you know, that's significantly down from what we would normally see people borrowing usually we'd see, you know in the heyday, we could do 2000 items, a week, I'm talking, you know, 2000, 7, 8, 9

203

00:21:04.590 --> 00:21:06.240

Lisa Schaertl: These are all physical materials.

204

00:21:06.660 --> 00:21:07.140

Andrea Tillinghast: Mm hmm.

205

00:21:08.370 --> 00:21:09.240

Andrea Tillinghast: So,

206

00:21:11.730 --> 00:21:14.520

Andrea Tillinghast: Isn't it weird how it's 215 and 215

207

00:21:16.590 --> 00:21:28.020

Andrea Tillinghast: I found that to be odd as well. But, um, so just to give you an idea 2000 items a week versus 215 items a month.

208

00:21:30.150 --> 00:21:32.460

Andrea Tillinghast: So, you know,

209

00:21:33.510 --> 00:21:40.200

Andrea Tillinghast: That extreme, extreme high versus are extreme low, but everyone

210

00:21:41.460 --> 00:21:50.430

Andrea Tillinghast: Is experiencing this same sort of thing even though you look at what library and their numbers they talk about being significantly down as well.

211

00:21:54.120 --> 00:21:54.540

Andrea Tillinghast: So,

212

00:21:57.360 --> 00:22:01.740

Andrea Tillinghast: Yeah, I mean, we know that is due to the pandemic.

213

00:22:03.450 --> 00:22:13.290

Andrea Tillinghast: In that people are just being allowed to come in now to browse by appointment, but it's still, I just want you to be aware of what it's actually like

214

00:22:17.490 --> 00:22:20.130

Andrea Tillinghast: Yeah, and I think, you know, if we look at

215

00:22:21.810 --> 00:22:25.530

Andrea Tillinghast: I don't even think I didn't even put this report in there it was new cards issued

216

00:22:26.580 --> 00:22:28.440

Andrea Tillinghast: And there were two new cards.

217

00:22:29.130 --> 00:22:29.640

Andrea Tillinghast: In a month.

218

00:22:32.310 --> 00:22:33.270

Lisa Schaertl: I understand.

219

00:22:34.380 --> 00:22:36.270

Lisa Schaertl: One adult.

220

00:22:38.040 --> 00:22:38.460

Andrea Tillinghast: Yeah.

221

00:22:39.510 --> 00:22:40.710

Lisa Schaertl: And what is the five

222

00:22:41.640 --> 00:22:48.750

Andrea Tillinghast: That means that somebody didn't fill in, whether it was adult or juvenile account when they were

223

00:22:49.080 --> 00:22:49.830

Andrea Tillinghast: Putting it in there.

224

00:22:49.860 --> 00:22:51.510

Lisa Schaertl: So six cards

225

00:22:51.510 --> 00:22:52.740

Lisa Schaertl: users or six users

226

00:22:53.250 --> 00:22:54.330

Andrea Tillinghast: Six new users.

227

00:22:55.440 --> 00:23:01.890

Andrea Tillinghast: That is a little bit less than half, you could get 16, 14, 17,

28

00:23:04.230 --> 00:23:07.590

Andrea Tillinghast: And it's helpful that person can get a new card online.

229

00:23:07.770 --> 00:23:08.130

Lisa Schaertl: Mm hmm.

230

00:23:09.600 --> 00:23:09.900

Andrea Tillinghast: Okay.

231

00:23:11.820 --> 00:23:12.750

Lisa Schaertl: Yeah. All right.

232

00:23:15.240 --> 00:23:22.020

Andrea Tillinghast: It is what it is, but I wouldn't worry too much because it's not much we can do about it and

233

00:23:22.620 --> 00:23:27.360

Lisa Schaertl: Times are still strange and I like the fact that you're doing a survey of programming and

234

00:23:28.380 --> 00:23:33.510

Lisa Schaertl: We'll keep working and figure out what we can, what we can do to help the community in the way they need to be helped right now.

235

00:23:33.600 --> 00:23:36.900

Lisa Schaertl: Yeah. And one thing I did notice I know it's not in your control is that

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00:23:37.530 --> 00:23:50.730

Lisa Schaertl: Pioneer library system did say that the holds are going to take longer, and they were not kidding. I mean, they're taking a really long time. To the extent that I just bought the book, instead of waiting for my copy. So hopefully that resolves itself.

237

00:23:52.050 --> 00:23:54.900

Andrea Tillinghast: The thing is they're only doing delivery once a week. Yeah.

238

00:23:55.110 --> 00:23:58.350

Andrea Tillinghast: and we used to get it multiple times a week. I think we got it

239

00:23:59.460 --> 00:24:04.770

Andrea Tillinghast: Three times a week. some libraries got multiple deliveries per day.

240

00:24:05.100 --> 00:24:11.040

Andrea Tillinghast: Hmm. Previously, so now it's done once a week, and some of the libraries are quarantining for seven days.

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00:24:12.210 --> 00:24:13.860

Andrea Tillinghast: Instead of just three days.

242

00:24:16.500 --> 00:24:16.800

Andrea Tillinghast: So,

243

00:24:17.010 --> 00:24:18.180

Lisa Schaertl: Staffing is low, but

244

00:24:18.180 --> 00:24:19.260

Andrea Tillinghast: The reason is right there.

245

00:24:20.460 --> 00:24:23.820

Lisa Schaertl: Hopefully that you know that might be one thing impacting the number of

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00:24:23.820 --> 00:24:26.490

Lisa Schaertl: Physical items checked out is just how long it takes its

247

00:24:26.580 --> 00:24:28.320

Andrea Tillinghast: mm hm

248

00:24:29.460 --> 00:24:33.480

Lisa Schaertl: So, okay, good. Any questions for Andrea on the directors report

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00:24:34.350 --> 00:24:35.400

Randall Ott: No, it's as good as it can be.

250

00:24:35.970 --> 00:24:36.270

Lisa Schaertl: Yeah.

251

00:24:37.560 --> 00:24:41.760

Lisa Schaertl: We'll move on to finance an audit then. Randy, what would you like me to do.

252

00:24:42.270 --> 00:24:50.850

Randall Ott: There are three policies that are really tied over from last year that are in the that are listed here.

253

00:24:52.050 --> 00:24:53.190

Randall Ott: And I saw that

254

00:24:54.210 --> 00:24:59.490

Randall Ott: Peggy added some formatting comments to one of the policies so

255

00:24:59.550 --> 00:25:00.960

Lisa Schaertl: You want me to open the report first

256

00:25:01.200 --> 00:25:10.080

Randall Ott: Only if people need to see them. So we have 500-5 which is unrestricted fund balance, which is a

257

00:25:11.820 --> 00:25:28.200

Randall Ott: Change. It's got a few changes in there where we're combining a couple other sections into this policy, namely the Memorial Fund as part of this policy. And so it's affecting a couple other policies.

258

00:25:29.670 --> 00:25:40.080

Randall Ott: And then the second one that we're reviewing is the claims audit and payment of bills which is was really reviewed back in, I forget exactly June, maybe

259

00:25:40.260 --> 00:25:40.620

Lisa Schaertl: Hmm.

260

00:25:41.010 --> 00:25:46.320

Randall Ott: Or May. And we actually these changes were made.

261

00:25:47.880 --> 00:25:59.220

Randall Ott: Based on some of them initially, by our last treasure Chris Harris, but most of them after Jan took over and her recommendations for change.

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00:25:59.640 --> 00:26:11.100

Randall Ott: And we actually started instituting them during the summer without having the policy in place and everything seems to be working fine. So we're really just codifying our current practice.

263

00:26:11.880 --> 00:26:31.230

Randall Ott: And then the third policy is a new policy which is fiscal oversight and it's taking the leftovers from a few other existing policies leftover from Treasure responsibility and it's going to eliminate two existing policies on

264

00:26:33.030 --> 00:26:44.460

Randall Ott: Budget and financial signatures. So if you have any more comments to add our, we have a meeting next Monday, the Finance Committee.

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00:26:45.480 --> 00:27:01.530

Randall Ott: And whatever comments trustees want to make we'll incorporate into the second reading, and then we'll be looking for, will be asking for approval of these policies at the November meeting.

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00:27:03.930 --> 00:27:08.760

Lisa Schaertl: Let me just see if there any questions to answer today. It doesn't seem so.

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00:27:08.790 --> 00:27:12.570

Randall Ott: I think just the couple corrections is all I've seen so far.

268

00:27:17.820 --> 00:27:20.100

Lisa Schaertl: Yeah. Peggy made some corrections.

269

00:27:22.380 --> 00:27:22.710

Lisa Schaertl: Okay.

270

00:27:24.690 --> 00:27:30.030

Lisa Schaertl: Good. So that's the first reading of those and the at the next meeting next Monday. Hopefully we can

271

00:27:32.040 --> 00:27:33.030

Lisa Schaertl: Finalize them for

Randall Ott: we'll finalize those

272

00:27:33.690 --> 00:27:35.430

Lisa Schaertl: next month. Okay.

273

00:27:37.170 --> 00:27:43.410

Randall Ott: And the only other thing I should add is that we will be looking at starting an investment policy which is required by

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00:27:44.520 --> 00:27:48.300

Randall Ott: New York State law, we became aware of that last year.

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00:27:50.400 --> 00:27:58.530

Randall Ott: We just haven't had time to get to it. So that's what that's what our item of business will be for the most part, the next couple months.

276

00:27:59.190 --> 00:28:00.690

Lisa Schaertl: Good. Any questions for the Finance Committee.

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00:28:02.940 --> 00:28:04.710

Lisa Schaertl: Alright, moving on to the policy committee.

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00:28:05.880 --> 00:28:16.740

Lisa Schaertl: As I mentioned in the meeting invitation, I don't plan to display all of these during the meeting because there are quite a few of them. There's one presented for

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00:28:18.150 --> 00:28:22.350

Lisa Schaertl: Second Reading is 100-2

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00:28:25.110 --> 00:28:25.860

Lisa Schaertl: Which isn't in here.

281

00:28:27.600 --> 00:28:28.200

Peggy: It's there.

282

00:28:30.390 --> 00:28:34.830

Lisa Schaertl: Oh there it is. This was presented for first reading last month and

283

00:28:38.430 --> 00:28:51.540

Lisa Schaertl: And I didn't see any comments or changes to it. It is a policy on how we develop policies and since it's been presented for first reading, do I have a motion to adopt this policy.

284

00:28:53.010 --> 00:28:53.850

Patricia Ayres: So moved

285

00:28:54.900 --> 00:28:55.530

Lisa Schaertl: I heard Randy.

286

00:28:56.190 --> 00:29:02.550

Lisa Schaertl: Okay, a motion by Randy Ott to adopt policy 100-2 on policy development. All in favor.

287

00:29:03.330 --> 00:29:04.650

Dusty Mullen and others: Aye. Aye.

288

00:29:04.710 --> 00:29:05.580

Lisa Schaertl: Any opposed.

289

00:29:07.380 --> 00:29:08.880

Lisa Schaertl: None opposed. Motion carries.

290

00:29:13.290 --> 00:29:22.200

Lisa Schaertl: The rest of the policies are presented for first reading. Confidentiality of library records is being amended to add what happens if we have a breach.

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00:29:22.740 --> 00:29:34.020

Lisa Schaertl: Internet use, public relations is being updated, meeting room use is being updated Freedom of Information Law is a new policy, and a whistleblower policy is being updated.

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00:29:35.820 --> 00:29:41.640

Lisa Schaertl: Like I said, I don't plan to pop all of those open. Did anybody make a question or comment on one of those that I should look at.

293

00:29:43.440 --> 00:29:45.060

Randall Ott: No,

294

00:29:45.930 --> 00:29:53.460

Lisa Schaertl: okay, so they'll remain presented as first reading and the policy committee at our next meeting will finalize them and present them next month for

295

00:29:54.570 --> 00:29:55.800

Lisa Schaertl: Second Reading and adoption.

296

00:29:58.410 --> 00:30:03.600

Lisa Schaertl: Lot of a lot of policies going on. Facilities report. I think Pat was just gonna do a verbal

297

00:30:04.230 --> 00:30:05.430

Patricia Ayres: Yes. five words.

298

00:30:07.050 --> 00:30:08.910

Patricia Ayres: The remodeling project is done.

299

00:30:11.880 --> 00:30:12.930

Peggy: the what project?

300

00:30:13.950 --> 00:30:15.240

Patricia Ayres: Remodeling project.

301

00:30:15.600 --> 00:30:16.260

Peggy: Remodel

302

00:30:19.380 --> 00:30:21.360

Patricia Ayres: Okay, short and sweet.

303

00:30:26.370 --> 00:30:33.810

Lisa Schaertl: Personnel. Kim is not here tonight so I will present. Following consultation with the Finance Committee.

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00:30:34.110 --> 00:30:42.540

Lisa Schaertl: The Personnel Committee decided to bring in an independent HR consultant to help resolve ongoing personnel issues between the school district staff and the RJ CL staff.

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00:30:43.020 --> 00:30:58.350

Lisa Schaertl: Maynard HR scope of work was provided to the board and it's here in the document folder. We believe that the assistance of an HR professional for this required task is necessary to give us the best impartial investigation and recommendation. Are there any questions about that.

306

00:30:59.970 --> 00:31:03.990

Randall Ott: So do you think she will have a recommendation by the next board meeting.

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00:31:04.650 --> 00:31:11.730

Lisa Schaertl: That is the plan okay yeah. And I will encourage her to make that happen. She said she's setting up meetings now

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00:31:13.710 --> 00:31:19.740

Lisa Schaertl: The scheduling with the school had a monkey wrench thrown into it, but I think she's resolved that

Randall Ott: good.

309

00:31:22.350 --> 00:31:23.760

Lisa Schaertl: Long Range Planning, Peggy.

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00:31:24.180 --> 00:31:26.850

Peggy: Actually back to the personnel.

311

00:31:28.230 --> 00:31:31.260

Peggy: Kim also sent out training on sexual harassment.

312

00:31:31.680 --> 00:31:32.820

Peggy: Yeah, we had to have it.

313

00:31:32.850 --> 00:31:34.200

Peggy: Done by

314

00:31:34.350 --> 00:31:36.390

Lisa Schaertl: I put that under unfinished business.

315

00:31:36.450 --> 00:31:37.860

Peggy: Oh, all right. Okay.

316

00:31:37.950 --> 00:31:40.080

Peggy: So we'll, we'll have out there, but thanks for

317

00:31:40.170 --> 00:31:41.760

Lisa Schaertl: bringing that up. Okay.

318

00:31:42.030 --> 00:31:44.190

Peggy: For long range planning.

319

00:31:45.240 --> 00:31:48.030

Peggy: I'm trying to set up an organizational meeting.

320

00:31:50.370 --> 00:31:57.690

Peggy: So how we're going to go about the plan and what our timeline is going to be on an email. I did send out to potential dates.

321

00:31:59.160 --> 00:32:02.640

Peggy: November 5 or November 12

322

00:32:03.870 --> 00:32:12.210

Peggy: So if people could let me know so we can get working on that because I believe you want to have this in place what by the first of the year.

323

00:32:12.570 --> 00:32:15.450

Peggy: So we have to finalize it in December, or no.

324

00:32:15.540 --> 00:32:22.980

Lisa Schaertl: Well, let's talk about that. I know you've been trying diligently to get it moving and I appreciate it. But we've got a ton of other things going on right now.

325

00:32:24.210 --> 00:32:26.730

Lisa Schaertl: And we do have a long range plan in place.

326

00:32:26.730 --> 00:32:38.190

Lisa Schaertl: So are in compliance with this with the minimum requirements. It's out of date. It needs revision, but maybe we shouldn't try to get it done by the end of the year.

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00:32:38.400 --> 00:32:39.060

Lisa Schaertl: Given all the things we're working on.

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00:32:39.120 --> 00:32:42.600

Peggy: All right. Thanks for that. Do you have a potential like month you're like looking at, like,

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00:32:43.260 --> 00:32:45.030

Lisa Schaertl: What does everybody think, when do you want to start

330

00:32:45.360 --> 00:32:49.020

Peggy: January, February, you know, March. I mean,

331

00:32:49.920 --> 00:32:51.270

Patricia Ayres: Let's aim for January.

332

00:32:51.660 --> 00:32:53.850

Lisa Schaertl: start in January Andrea?

333

00:32:54.900 --> 00:33:01.680

Andrea Tillinghast: Yeah, um, you know, the only thing I really have going on in January is the annual report, which I think is

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00:33:02.010 --> 00:33:11.460

Andrea Tillinghast: There's going to be some work to it this year because it will be counting, a lot of information that we're not used to gathering or that we may not have gathered because of the pandemic.

335

00:33:12.720 --> 00:33:18.780

Andrea Tillinghast: So, usually that takes me about a week of solid work and that usually is not until like

336

00:33:19.890 --> 00:33:24.510

Andrea Tillinghast: Third or fourth week in January. So, but, you know, that's in the future.

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00:33:24.540 --> 00:33:26.730

Peggy: I mean, do you want to do, February, then

338

00:33:26.850 --> 00:33:27.210

Andrea Tillinghast: If it's

339

00:33:28.410 --> 00:33:28.800

Peggy: Yeah.

340

00:33:29.280 --> 00:33:30.240

Patricia Ayres: February's better

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00:33:30.690 --> 00:33:33.300

Peggy: Okay. And I'll just, okay, February.

342

00:33:33.390 --> 00:33:33.930

Peggy: And I'll get

343

00:33:34.170 --> 00:33:37.500

Peggy: The dates and I prefer a Thursday, if that's okay.

344

00:33:38.100 --> 00:33:38.730

Patricia Ayres: That's fine.

345

00:33:39.480 --> 00:33:49.140

Lisa Schaertl: Okay, that's great. Thank you Peggy. And with a February start you have materials from pioneer library system and you can maybe do some background research and planning and

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00:33:50.250 --> 00:33:51.360

Lisa Schaertl: We'll get started in February.

347

00:33:53.460 --> 00:33:53.820

Lisa Schaertl: Okay.

348

00:33:53.970 --> 00:33:55.530

Peggy: Great. Okay. Sounds good to me.

349

00:33:56.070 --> 00:34:01.590

Lisa Schaertl: Okay, thank you. So nominations. I have one thing that I have to do.

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00:34:02.880 --> 00:34:18.450

Lisa Schaertl: Last month we did appoint Chris Spencer to the Board of Trustees and the motion did have, it's correct in the minutes, that's what we moved, but it was an incorrect term expiration date. And that was my fault. So I need.

351

00:34:19.500 --> 00:34:25.860

Patricia Ayres: I move that we correct the expiration date of Chris Spencer's term to reflect

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00:34:28.050 --> 00:34:28.860

Patricia Ayres: 2023, I believe, is it

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00:34:29.610 --> 00:34:30.060

Lisa Schaertl: Thank you.

354

00:34:30.420 --> 00:34:42.600

Lisa Schaertl: We have a motion by Pat Ayres to amend a motion appointing Chris Spencer to the board of trustees that was adopted at December 2020 board meeting with the correct term expiration date of June 2023. All in favor.

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00:34:43.050 --> 00:34:45.000

Lisa Schaertl: Aye. Any opposed.

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00:34:45.780 --> 00:34:46.860

Randall Ott: I had a question.

Lisa Schaertl: OK

357

00:34:47.160 --> 00:34:50.910

Randall Ott: Um, so, whose term was he completing I forget.

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00:34:52.020 --> 00:34:52.530

Lisa Schaertl: Umm

359

00:34:55.050 --> 00:34:56.790

Patricia Ayres: Jessica's who was replacing

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00:34:56.850 --> 00:34:58.350

Patricia Ayres: who.

361

00:35:00.180 --> 00:35:01.020

Randall Ott: Jessica Oliver.

362

00:35:01.620 --> 00:35:02.910

Lisa Schaertl: Yeah yeah

363

00:35:03.060 --> 00:35:03.450

Andrea Tillinghast: Okay.

364

00:35:03.870 --> 00:35:04.860

Randall Ott: Okay, that was a

365

00:35:05.580 --> 00:35:06.630

Andrea Tillinghast: She was replacing Nichole Schuler

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00:35:07.830 --> 00:35:11.790

Lisa Schaertl: Randy I updated that spreadsheet that you started that lovely spreadsheet that you started so if you wanted me to

367

00:35:12.210 --> 00:35:18.390

Randall Ott: So that was when her term was going to end or Nicole Schuler's term was going to end is that

368

00:35:19.590 --> 00:35:22.080

Randall Ott: because Jessica took Nicole's term. Correct.

Andrea Tillinghast: I think. I'd have to look at that file

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00:35:25.140 --> 00:35:25.440

Randall Ott: Okay.

370

00:35:28.500 --> 00:35:29.550

Randall Ott: So I vote yes then

371

00:35:30.690 --> 00:35:32.670

Lisa Schaertl: Do you want to see it? I mean, we can look at it.

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00:35:33.720 --> 00:35:35.580

Randall Ott: I'm sure you're right. I just

373

00:35:36.120 --> 00:35:37.770

Lisa Schaertl: Well dang it. I'm opening it. So now we have to look at it.

374

00:35:39.240 --> 00:35:41.370

Patricia Ayres: It's lovely chart.

375

00:35:43.440 --> 00:35:45.000

Randall Ott: You need to enlarge it I can't see it.

376

00:35:46.860 --> 00:35:50.130

Patricia Ayres: At the top, she's at the top. Yes, Nicole Schuler

377

00:35:51.210 --> 00:35:51.510

Patricia Ayres: At the top

378

00:35:51.540 --> 00:35:59.190

Lisa Schaertl: Nicole. Nicole resigned in January. Jessica was appointed and then she had to resign and then Chris was appointed so it does end in 2023

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00:35:59.250 --> 00:36:00.810

Randall Ott: Perfect. Thank you.

380

00:36:04.140 --> 00:36:05.820

Lisa Schaertl: What we're calling seat 2

381

00:36:07.020 --> 00:36:09.690

Lisa Schaertl: Which Kim Moyer held and then

382

00:36:11.100 --> 00:36:13.290

Lisa Schaertl: Nicole Schuler was elected and then resigned.

383

00:36:15.840 --> 00:36:20.490

Lisa Schaertl: Okay, so, Randy, Let's do it again. All in favor.

384

00:36:20.970 --> 00:36:23.130

Peggy Sutton and others: Aye.

385

00:36:24.450 --> 00:36:25.980

Lisa Schaertl: Any opposed. Hearing none. The motion carries.

386

00:36:27.150 --> 00:36:31.950

Lisa Schaertl: Ad Hoc Committee on data security and privacy. Let me get back to the right folder here.

387

00:36:32.430 --> 00:36:35.070

Randall Ott: The fire department's out there. It's just a rehearsal.

388

00:36:37.980 --> 00:36:39.060

Andrea Tillinghast: I thought you were trying to sneak in the Bill's game.

389

00:36:42.210 --> 00:36:42.720

Randall Ott: No,

390

00:36:43.500 --> 00:36:50.580

Randall Ott: The fire department is running a drill on our street in the middle of in the middle of the bills game and the library meeting

391

00:36:52.380 --> 00:36:57.510

Randall Ott: It's outdoors, just allayed any concerns. I just heard the noise. I'm not even paying attention.

392

00:36:58.890 --> 00:37:00.480

Patricia Ayres: Great timing fire department.

393

00:37:03.360 --> 00:37:19.860

Lisa Schaertl: So as we discussed last month. The school has asked us to develop a, sign an agreement regarding data protection and privacy, data security and privacy, and we were, as Andrea had mentioned, were hoping that we could work out with

394

00:37:21.300 --> 00:37:32.100

Lisa Schaertl: Pioneer Library System and BOCES and the school to have a way that we could share our collection without having to share any personally identifiable information and

395

00:37:32.850 --> 00:37:50.040

Lisa Schaertl: We've made it so that the school can check out our materials without accessing our public patrons' personal identifiable information, but our staff is going to have to be able to access student personally identifiable information. Therefore we have to sign

396

00:37:51.450 --> 00:37:55.560

Lisa Schaertl: The third party vendor form that the school sent me

397

00:37:56.820 --> 00:38:12.810

Lisa Schaertl: So what I need to do that is I need to pick up that thread again, review what we've done so far. And I'll bring those forms to the ad hoc committee that we formed and get that ready to go for board approval next month.

398

00:38:13.290 --> 00:38:20.730

Randall Ott: So you and Andrea schedule another ad hoc committee meeting so we can finalize that with you, then

Lisa Schaertl: yes.

Randall Ott: Okay. Yeah.

399

00:38:21.000 --> 00:38:27.090

Lisa Schaertl: But I just got that word tonight. So I need to kind of figure out where we left it and take it, take it forward. Good.

400

00:38:28.170 --> 00:38:35.040

Lisa Schaertl: All right. And then finally, the unfinished business. The required annual training on sexual harassment.

401

00:38:37.740 --> 00:38:40.050

Lisa Schaertl: Did everybody watch the videos.

402

00:38:40.860 --> 00:38:43.080

Peggy Sutton: I did

Patricia Ayres: Yeah so exciting.

403

00:38:43.140 --> 00:38:44.880

Lisa Schaertl: They are great aren't they

404

00:38:44.880 --> 00:38:47.940

Randall Ott: I think they're actually very good

405

00:38:48.270 --> 00:38:48.930

Lisa Schaertl: They are

406

00:38:49.050 --> 00:38:49.560

Andrea Tillinghast: They're short

407

00:38:50.700 --> 00:38:53.700

Andrea Tillinghast: much shorter than other ones.

408

00:38:53.970 --> 00:38:56.040

Lisa Schaertl: It's a good reminder, it's a good reminder

409

00:38:56.430 --> 00:38:58.830

Lisa Schaertl: Yeah, so I'm

410

00:39:00.180 --> 00:39:14.490

Lisa Schaertl: Part of the training, part of the requirement is that we have an opportunity to ask questions and provide feedback. So here's our opportunity. Does anyone have questions or would anyone like to get clarification or discussion on anything that we've seen in our training videos.

411

00:39:18.180 --> 00:39:18.570

Lisa Schaertl: Okay, no.

412

00:39:18.690 --> 00:39:20.760

Peggy: I have no questions

413

00:39:21.030 --> 00:39:27.210

Lisa Schaertl: So then the minutes should show that the following trustees received sexual harassment prevention training by viewing training videos provided by New York State.

414

00:39:27.690 --> 00:39:40.890

Lisa Schaertl: Followed by an opportunity to interactively ask questions and provide feedback about the training and that would be myself, Pat Ayres, Peggy Sutton, Dusty Mullen and Randall Ott. And Andrea your staff gets training separately right?

415

00:39:41.820 --> 00:39:50.700

Andrea Tillinghast: Yes, so they have the requirement and then we'll have a staff meeting on the 30th of October. So that will allow the same feedback and discussion.

416

00:39:50.970 --> 00:39:55.710

Lisa Schaertl: Excellent. And Jan. I'm not sure if the treasurer is required, but did you watch the videos.

417

00:40:00.480 --> 00:40:01.890

Jan Boor: Sorry, forgot I muted myself.

418

00:40:03.330 --> 00:40:09.750

Jan Boor: No, I did not watch it, but I have had the same training it at my other employers. I don't know if that counts.

419

00:40:10.260 --> 00:40:13.440

Lisa Schaertl: I don't know either. So if you wouldn't mind watching them for next week and

420

00:40:13.950 --> 00:40:14.670

Jan Boor: I don't mind at all.

421

00:40:14.760 --> 00:40:21.480

Lisa Schaertl: Will try to then get the people that are absent, we'll have to do this again next month for people who are absent this month.

422

00:40:23.400 --> 00:40:23.820

Lisa Schaertl: All right.

423

00:40:25.200 --> 00:40:27.180

Lisa Schaertl: Is there any new business. I didn't have any

424

00:40:31.320 --> 00:40:43.170

Lisa Schaertl: Okay, so then just the final note is that under correspondence and communications. I did put a couple letters into the correspondence and communications folder here and anyone wants to read them. Ask questions.

425

00:40:51.090 --> 00:40:52.800

Andrea Tillinghast: I've read them

426

00:40:53.700 --> 00:40:54.300

Patricia Ayres: Yeah, me too.

427

00:40:55.590 --> 00:40:56.730

Lisa Schaertl: All right then, um,

428

00:40:58.200 --> 00:40:59.070

Lisa Schaertl: Wow, look at that.

429

00:41:00.510 --> 00:41:03.510

Lisa Schaertl: Jeez. Do you want to go back and look at the policies, again, we have like 20 minutes left

430

00:41:07.170 --> 00:41:08.370

Randall Ott: No, it's a very efficient meeting.

431

00:41:08.670 --> 00:41:09.450

Lisa Schaertl: Very

432

00:41:09.630 --> 00:41:10.980

Patricia Ayres: Very good, very good.

433

00:41:12.060 --> 00:41:13.440

Andrea Tillinghast: See what happens when I have the meeting at home.

434

00:41:16.500 --> 00:41:24.480

Lisa Schaertl: All right. So with no further business. I'll adjourn the meeting at 7:42

Peggy Sutton: okay

Lisa Schaertl: and I will stop the recording.