

TRANSCRIPT OF THE JUNE 21, 2021 MEETING OF THE BOARD OF TRUSTEES OF THE RED JACKET
COMMUNITY LIBRARY

Note: this was a hybrid meeting; speakers attending in person are identified only as "Red Jacket" by the zoom auto-transcription software.

1

00:00:03.929 --> 00:00:11.429

Lisa Schaertl: And i'm going to call the meeting to order at 705. one moment.

2

00:00:14.790 --> 00:00:23.250

Lisa Schaertl: This meeting is taking place remotely via video conference in accordance with a governor's executive order 2 02 extending emergency adjustments to the open meetings law.

3

00:00:23.460 --> 00:00:37.560

Lisa Schaertl: In response to the covid 19 pandemic, 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.

4

00:00:39.150 --> 00:00:40.530

Lisa Schaertl: may we have roll call please.

5

00:00:42.090 --> 00:00:45.210

Red Jacket: And we have trustees pat ayres.

6

00:00:46.080 --> 00:00:47.190

Patricia Ayres: here

7

00:00:49.230 --> 00:00:52.200

Red Jacket: randy ott, jill persson, lisa schaertl, kim sutter.

8

00:00:53.730 --> 00:00:54.060

Red Jacket: peggy sutton.

9

00:00:55.200 --> 00:00:55.770

Kimberly Sutter: here.

10

00:00:56.460 --> 00:00:58.590

Red Jacket: here.

11

00:01:00.450 --> 00:01:04.590

Red Jacket: And we have interim director fran de nardo

12

00:01:06.300 --> 00:01:14.640

Red Jacket: absent trustees amy hart, dustine Mullen, chris spenser and treasurer jan boor

13

00:01:16.260 --> 00:01:17.790

Red Jacket: That I forget anybody that might have joined.

14

00:01:19.170 --> 00:01:26.130

Lisa Schaertl: You got it Thank you i'm approval of Agenda any additions or changes to the agenda.

15

00:01:27.240 --> 00:01:28.380

Red Jacket: know most.

16

00:01:29.820 --> 00:01:30.150

Red Jacket: The most.

17

00:01:32.280 --> 00:01:36.300

Lisa Schaertl: Alright, we have a motion from Jill to approve the agenda all in favor.

18

00:01:36.840 --> 00:01:37.200

I.

19

00:01:38.250 --> 00:01:38.820

Lisa Schaertl: post.

20

00:01:40.590 --> 00:01:49.920

Lisa Schaertl: Okay, agenda is approved, public and staff comments and announcements, there are no public visitors and we do have one announcement that.

21

00:01:50.670 --> 00:01:58.170

Lisa Schaertl: there's a celebration and memorial for jessica oliver, who was a trustee from January 1 through September 2020.

22

00:01:58.620 --> 00:02:15.390

Lisa Schaertl: And the celebration is on June 24 five to 9pm at Lincoln hill farm the family was doing a fundraiser and the family and friends, so the response was so well and that jessica didn't want a funeral she wanted to party so they're turning that into a party so everyone's welcome.

23

00:02:18.540 --> 00:02:21.540

Lisa Schaertl: We have a swearing in of our interim director fran denardo.

24

00:02:29.580 --> 00:02:36.390

Lisa Schaertl: So fran would you like me to read and repeat after me or would you like to simply read this on your own.

25

00:02:37.500 --> 00:02:38.550

Red Jacket: I guess I told me.

26

00:02:39.780 --> 00:02:41.460

Lisa Schaertl: Let me try to zoom for you.

27

00:02:43.980 --> 00:02:44.280

Red Jacket: Okay.

28

00:02:46.650 --> 00:02:47.640

Red Jacket: Okay whoa.

29

00:02:49.590 --> 00:02:51.840

Red Jacket: Okay, there we go, so you just want me to start with I.

30

00:02:52.200 --> 00:02:52.500

yeah.

31

00:02:54.240 --> 00:03:09.450

Red Jacket: I do solemnly swear that I will support the Constitution United States and the Constitution of the state of New York and that I will faithfully discharge the duties of the office of the interim director of the red jacket community library.

32

00:03:17.520 --> 00:03:19.050

Red Jacket: According to the best of my ability.

33

00:03:20.010 --> 00:03:29.730

Lisa Schaertl: Right Thank you so you can hit you have this form on drive you'll need to print it and sign it and have it notarized canandaigua National Bank notarized it for you.

34

00:03:30.570 --> 00:03:32.910

Lisa Schaertl: Okay also in that folder.

35

00:03:34.470 --> 00:03:43.920

Lisa Schaertl: you'll see that there's this certification of appointment and you'll have to take both of your both your oath and the certification of appointment to the county clerk.

36

00:03:44.850 --> 00:03:55.470

Lisa Schaertl: Okay, and that the oath that you just took references of public officers law and here's the full text of that public officers law, should you like to read it.

37

00:03:57.060 --> 00:03:57.450

Red Jacket: Okay.

38

00:04:00.750 --> 00:04:03.810

Lisa Schaertl: So anything else I need to do on the swearing and guys did I get that right.

39

00:04:04.410 --> 00:04:07.020

Patricia Ayres: Well let's right very good.

40

00:04:07.920 --> 00:04:08.550

Lisa Schaertl: um.

41

00:04:10.260 --> 00:04:14.160

Red Jacket: Do we have time every year when employees also have to affirm.

42

00:04:16.680 --> 00:04:17.370

Red Jacket: or swear the oath

43

00:04:25.170 --> 00:04:29.970

Lisa Schaertl: and add that to the list of things to do at the annual meeting.

44

00:04:31.980 --> 00:04:32.940

Lisa Schaertl: not sure who has to.

45

00:04:33.720 --> 00:04:35.100

Red Jacket: I don't think employees have to do the oath.

46

00:04:40.800 --> 00:04:41.130

Red Jacket: I think it was just the director and the treasurer

47

00:04:43.830 --> 00:04:50.850

Lisa Schaertl: So we'll check if employees have to, and if the treasure has to do it annually or if once upon appointment is enough.

48

00:04:54.030 --> 00:04:58.620

Lisa Schaertl: i'll add it to list of things to look to see if we have to do anything Randy at the annual meeting.

49

00:05:01.920 --> 00:05:07.620

Lisa Schaertl: All right, minutes have been posted this does anyone need me to pull up the Minutes from the may 17 board meeting.

50

00:05:11.580 --> 00:05:12.810

Patricia Ayres: No, no.

51

00:05:13.290 --> 00:05:15.060

Lisa Schaertl: Need a motion to approve them.

52

00:05:16.080 --> 00:05:16.590

Patricia Ayres: So moved.

53

00:05:17.730 --> 00:05:24.180

Lisa Schaertl: a motion from pat ayres to approve the Minutes from the may 17 2021 board meeting all in favor or is there any discussion.

54

00:05:26.040 --> 00:05:27.150

Lisa Schaertl: Okay, all in favor.

55

00:05:27.690 --> 00:05:28.800

Kimberly Sutter et al: Aye Aye.

56

00:05:29.970 --> 00:05:30.690

Lisa Schaertl: Any opposed.

57

00:05:32.280 --> 00:05:33.510

Lisa Schaertl: hearing none motion carries.

58

00:05:35.100 --> 00:05:46.950

Lisa Schaertl: We have the Minutes from the executive session of the may 17 2021 board meeting Republic were posted separately, using the password protected PDF so you've had a chance to read those.

59

00:05:48.720 --> 00:05:52.680

Lisa Schaertl: I will pull them up, are there any questions, is there a motion to approve.

60

00:05:56.310 --> 00:05:57.390

Patricia Ayres: All pro.

61

00:05:58.350 --> 00:05:58.770

Lisa Schaertl: motion by pat ayres

62

00:06:01.080 --> 00:06:06.300

Lisa Schaertl: to approve the Minutes of the executive session of the may 17 2021 board meeting any discussion.

63

00:06:07.980 --> 00:06:08.820

Lisa Schaertl: All in favor.

64

00:06:10.410 --> 00:06:11.520

Lisa Schaertl: any opposed.

65

00:06:13.080 --> 00:06:23.880

Lisa Schaertl: Motion carries and, finally, we have the Minutes from our June 1 2021 board meeting this special meeting, where we appointed fran does anyone even need me to pull those up.

66

00:06:25.620 --> 00:06:26.460

Lisa Schaertl: motion to approve.

67

00:06:31.920 --> 00:06:35.310

Lisa Schaertl: The Minutes from the June 1 2021 board meeting all in favor.

68

00:06:35.910 --> 00:06:37.470

Lisa Schaertl: Aye any opposed.

69

00:06:39.390 --> 00:06:45.420

Lisa Schaertl: None motion carries very well financial reports and approval of expenditures.

70

00:06:56.160 --> 00:06:58.410

Lisa Schaertl: is the finance committee report displaying.

71

00:07:00.930 --> 00:07:03.810

Red Jacket: Right now we're waiting for it no.

72

00:07:05.340 --> 00:07:06.300

Lisa Schaertl: you're right i'm sorry.

73

00:07:11.040 --> 00:07:13.020

Lisa Schaertl: I can't see what i'm doing because it's so soon.

74

00:07:15.000 --> 00:07:15.330

Lisa Schaertl: I.

75

00:07:17.820 --> 00:07:19.290

Lisa Schaertl: claims review Randy.

76

00:07:20.040 --> 00:07:20.310

Unknown: Williams.

77

00:07:21.660 --> 00:07:30.090

Red Jacket: So the claims review was pretty simple or was only \$1,747 in some sense of playing.

78

00:07:31.320 --> 00:07:31.890

Red Jacket: For.

79

00:07:33.210 --> 00:07:33.990

Red Jacket: Last month.

80

00:07:39.270 --> 00:07:39.660

Red Jacket: Those.

81

00:07:41.430 --> 00:07:42.270

Red Jacket: questions.

82

00:07:50.220 --> 00:07:50.520

Red Jacket: Video.

83

00:07:52.650 --> 00:07:55.860

Red Jacket: Was not appointments payment was.

84

00:07:58.440 --> 00:08:00.390

Red Jacket: Different than what was estimated.

85

00:08:03.480 --> 00:08:04.500

Red Jacket: Small reimbursement.

86

00:08:24.630 --> 00:08:28.920

Red Jacket: Yes, and I emailed him to ask for that.

87

00:08:32.340 --> 00:08:34.410

Red Jacket: So we'll find out I.

88

00:08:38.670 --> 00:08:39.930

Red Jacket: need to take that correct.

89

00:08:41.460 --> 00:08:43.320

Red Jacket: Is she doing or.

90

00:08:47.640 --> 00:08:48.690

Red Jacket: picked up the payroll.

91

00:08:50.100 --> 00:08:50.400

Red Jacket: So.

92

00:09:00.840 --> 00:09:03.510

Lisa Schaertl: Okay, so fran, are you doing payroll for the next month.

93

00:09:04.320 --> 00:09:08.850

Red Jacket: Nobody showed me what to do I'd be glad to do it.

Red Jacket: I thought Jan was going to do it

94

00:09:11.280 --> 00:09:14.670

Lisa Schaertl: Yes, temporarily, I think it is the director's job to do payroll, though.

95

00:09:16.110 --> 00:09:16.590

Lisa Schaertl: Correct?

96

00:09:17.490 --> 00:09:22.890

Red Jacket: I think I have no problem doing it, I just haven't been shown how you do it.

97

00:09:24.570 --> 00:09:27.180

Red Jacket: I just need to put on a pretty sure I have the password.

98

00:09:29.970 --> 00:09:30.420

Red Jacket: So.

99

00:09:31.590 --> 00:09:34.080

Lisa Schaertl: Okay, so when is the next payroll need to be done.

100

00:09:37.980 --> 00:09:38.640

Red Jacket: I'll have to take a look at the calendar.

101

00:09:40.080 --> 00:09:48.960

Lisa Schaertl: Because if jan's got an emergency a family emergency and nobody else knows how to do payroll we're going to need to make sure we figure out how to get that done on time.

102

00:09:50.070 --> 00:09:52.200

Red Jacket: jan will be able to do it. Our last payroll was.

103

00:09:53.940 --> 00:09:54.750

Red Jacket: may 20th

104

00:10:12.750 --> 00:10:13.080

Red Jacket: We should have already had a payroll in June, I haven't seen a report.

105

00:10:20.400 --> 00:10:31.890

Lisa Schaertl: So fran, can you make a note to try to contact Jan if she's available and if she's not available to talk to Kathleen about when the next payroll date is and see if we can figure out how to get that done.

106

00:10:35.970 --> 00:10:45.060

Lisa Schaertl: I know you have a login to paycheck so worst case, we could get some help from them, but if jan's not available to help you will need to figure out how else to do it.

107

00:10:45.690 --> 00:10:48.990

Red Jacket: there should have been a payroll June 3, there should be another payroll June 17th. I assume jan must have done these two payrolls

108

00:11:00.510 --> 00:11:00.900

Lisa Schaertl: tab.

109

00:11:01.260 --> 00:11:02.130

Lisa Schaertl: yeah okay.

110

00:11:02.220 --> 00:11:04.170

Red Jacket: the next one will be July first

111

00:11:11.910 --> 00:11:12.450

Red Jacket: (unintelligible).

112

00:11:16.620 --> 00:11:20.850

Lisa Schaertl: All right, um so claims audit and approval of payments.

113

00:11:31.590 --> 00:11:33.210

Lisa Schaertl: unpaid bills audit sheet.

114

00:11:34.290 --> 00:11:45.810

Lisa Schaertl: Here are the bills baker and Taylor baker and Taylor Midwest tape new York state unemployment reimbursement to Patsy oslewski and another payment to white osterman and Hannah.

115

00:11:49.530 --> 00:11:58.290

Lisa Schaertl: Normally we would pass this around and have each trustee sign in the absence of being everyone there physically, we will do this approval of claims.

116

00:11:59.640 --> 00:12:01.830

Lisa Schaertl: by roll call vote. So may I have a motion.

117

00:12:04.560 --> 00:12:11.760

Lisa Schaertl: a motion from Randy to approve the unpaid claims totaling 1737.71.

118

00:12:16.890 --> 00:12:18.000

Lisa Schaertl: roll call, please.

119

00:12:23.250 --> 00:12:23.610

Patricia Ayres: Ay.

120

00:12:29.550 --> 00:12:29.940

Red Jacket: Randall ott, jill persson Ay.

121

00:12:32.010 --> 00:12:32.310

Lisa Schaertl: Ay.

122

00:12:34.890 --> 00:12:35.310

Kimberly Sutter: Ay. Peggy Sutton aye

123

00:12:41.730 --> 00:12:44.640

Red Jacket: And we're gonna have nay from.

124

00:12:46.440 --> 00:12:47.640

Red Jacket: trustees Chris Spencer.

125

00:12:49.320 --> 00:12:50.160

Red Jacket: amy hart and dustine mullen.

126

00:12:51.210 --> 00:12:52.650

Red Jacket: due to being absent.

127

00:12:54.420 --> 00:12:58.770

Lisa Schaertl: Right and so, is it right that there were no payments made prior to approval Randy.

128

00:12:59.850 --> 00:13:01.200

Red Jacket: there's no payments right.

129

00:13:04.020 --> 00:13:05.460

Lisa Schaertl: Alright, so motion carries.

130

00:13:08.460 --> 00:13:19.110

Lisa Schaertl: absent a treasurer I guess i'll just display the balance the p&l budget versus actual that Jan would normally have presented.

131

00:13:23.280 --> 00:13:24.480

Lisa Schaertl: For review.

132

00:13:32.670 --> 00:13:35.550

Lisa Schaertl: But I don't really have anything to point out.

133

00:13:43.470 --> 00:13:45.720

Lisa Schaertl: we're okay on salaries and.

134

00:13:49.830 --> 00:13:51.870

Lisa Schaertl: Why are we so high on benefits.

135

00:13:58.440 --> 00:13:58.860

Right.

136

00:14:04.650 --> 00:14:05.730

Lisa Schaertl: So.

137

00:14:10.140 --> 00:14:20.100

Lisa Schaertl: Would anyone like to meet to meet with Jan after the meeting just to go over this make sure everything's looking good or has did what you see look okay.

138

00:14:22.890 --> 00:14:23.730

Red Jacket: For me.

139

00:14:32.730 --> 00:14:36.240

Lisa Schaertl: Okay, would you like to see anything else, the balance sheet or.

140

00:14:41.280 --> 00:14:41.610

Okay.

141

00:14:43.410 --> 00:14:43.890

Lisa Schaertl: pardon.

142

00:14:44.940 --> 00:14:46.650

Red Jacket: we're okay here okay.

143

00:14:47.040 --> 00:14:54.630

Lisa Schaertl: on the agenda for the things that we have to do as a board, we have the year end financial report would normally take place in June i'm.

144

00:14:56.940 --> 00:15:02.250

Lisa Schaertl: Sure, I have that done in July or show we have that submitted in writing, how would you like to handle that.

145

00:15:03.870 --> 00:15:04.290

We.

146

00:15:07.290 --> 00:15:12.960

Lisa Schaertl: don't think so i'm not even i'm not even sure what it is Randy what's the year and financial report is that just the.

147

00:15:13.020 --> 00:15:14.550

Red Jacket: Last year.

148

00:15:21.000 --> 00:15:24.420

Lisa Schaertl: Alright, so i'll move your financial report to our July meeting.

149

00:15:30.360 --> 00:15:31.590

Red Jacket: I don't know that really.

150

00:15:34.140 --> 00:15:34.710

Red Jacket: cares.

151

00:15:35.820 --> 00:15:36.630

Red Jacket: finalized.

152

00:15:40.200 --> 00:15:49.320

Lisa Schaertl: yeah that's I think that is just the it's the she always does a financial report every month, and that happens to be the year end one so after July regular meetings.

153

00:15:51.180 --> 00:15:54.840

Lisa Schaertl: All right, anything else, we need to do in the treasurer's report section.

154

00:15:58.530 --> 00:16:05.310

Lisa Schaertl: Okay we'll move on to the directors report fran has worked almost a full week and so has the directors report.

155

00:16:07.410 --> 00:16:07.680

Red Jacket: here.

156

00:16:17.820 --> 00:16:18.540

Lisa Schaertl: Can you see that.

157

00:16:24.840 --> 00:16:25.290

Red Jacket: yeah.

158

00:16:28.020 --> 00:16:29.850

Lisa Schaertl: So any highlights fran.

159

00:16:31.980 --> 00:16:34.650

Red Jacket: No everything's going smooth as it could.

160

00:16:36.120 --> 00:16:36.480

Red Jacket: Actually.

161

00:16:37.740 --> 00:16:38.160

Red Jacket: in the week and a half.

162

00:16:41.670 --> 00:16:44.490

Red Jacket: Nothing, you know things like major you know.

163

00:16:45.780 --> 00:16:47.070

Red Jacket: that i'm concerned about.

164

00:16:51.960 --> 00:16:56.940

Red Jacket: did you have trouble getting into facebook

Red Jacket: Oh, I finally got into oh yeah Jordan and worked together on it.

165

00:16:58.380 --> 00:17:00.000

Red Jacket: and got it going.

166

00:17:01.560 --> 00:17:02.580

Red Jacket: she's the administrator now and got me in

167

00:17:03.780 --> 00:17:04.050

Red Jacket: and it was no problem. she.

168

00:17:05.430 --> 00:17:06.090

Red Jacket: invited me.

169

00:17:07.980 --> 00:17:09.330

Red Jacket: So we don't know why.

170

00:17:15.030 --> 00:17:15.270

Red Jacket: it didn't work before.

171

00:17:17.610 --> 00:17:25.500

Lisa Schaertl: All right, um any stats, I mean the stats are here the stats that we that we usually present anyone who's interested can certainly go in and look at those statistics.

172

00:17:26.880 --> 00:17:28.260

Lisa Schaertl: Anything else fran?

173

00:17:29.130 --> 00:17:36.750

Red Jacket: no, if there's anything that you want in the future let me know so I know what to include and hopefully after being here for a month I'll have.

174

00:17:38.100 --> 00:17:42.150

Red Jacket: something more to say what might be more substantial than the obvious.

175

00:17:43.200 --> 00:17:43.710

Red Jacket: Sorry.

176

00:17:44.340 --> 00:17:46.080

Lisa Schaertl: that's all right any questions for fran.

177

00:17:48.600 --> 00:17:49.020

Red Jacket: I see you went to the community garden, how did that go?

178

00:17:51.270 --> 00:17:56.520

Red Jacket: it's fine, two people running that, I want to see about getting.

179

00:17:57.930 --> 00:18:07.710

Red Jacket: more people to go, have one of our crafts here is painting rock markers for the garden, so we are going to work that way to help tie the library in.

180

00:18:09.930 --> 00:18:17.310

Red Jacket: To the garden, and the other thing is I'm going to see about reaching out to the friendly village.

181

00:18:18.690 --> 00:18:19.920

Red Jacket: Myriad things.

182

00:18:25.440 --> 00:18:27.960

Red Jacket: So this way you can say the more the merrier.

183

00:18:29.130 --> 00:18:29.970

Red Jacket: for vounteers

184

00:18:32.010 --> 00:18:38.580

Lisa Schaertl: Do you think you'll start doing some in crafts in the library, rather than take and make

185

00:18:39.240 --> 00:18:49.950

Red Jacket: I think Jordan's planning on doing them either at the Shortsville at the gazebo or the little pavilion and then following day.

186

00:18:51.060 --> 00:18:54.060

Red Jacket: I guess there's a pavilion over in Manchester, I don't know what it's called

187

00:18:55.140 --> 00:18:55.440

Red Jacket: doing That.

188

00:18:56.280 --> 00:19:05.970

Red Jacket: Okay, two parks to show you daytime hours, so this way we actually do something, during day time when people are looking to do something for kids.

189

00:19:07.950 --> 00:19:11.190

Lisa Schaertl: That won't start till August oh right or when when did that start in July.

190

00:19:12.270 --> 00:19:13.860

Red Jacket: July I believe.

191

00:19:15.510 --> 00:19:28.770

Lisa Schaertl: Alright, so we don't meet again until July 19 so that'll be well underway by then just keep us updated on the website and Facebook and the newsletter with what is happening and where.

192

00:19:31.170 --> 00:19:36.780

Patricia Ayres: i'd like to ask if she's got staffing for all the programs that she plans on doing.

193

00:19:37.740 --> 00:19:50.340

Red Jacket: she's going to be doing it by herself, I mean just like it's, just like the teacher guides the kids you know, parents can be bringing kids there, I don't think she'll be needing anybody.

194

00:19:51.570 --> 00:19:51.930

Red Jacket: yeah.

195

00:19:52.200 --> 00:19:52.950

Red Jacket: What about the other programs though.

196

00:19:53.970 --> 00:19:54.300

Patricia Ayres: yeah.

197

00:19:55.920 --> 00:19:57.390

Red Jacket: So far there isn't really a whole lot of summer events where we'll be needing anybody.

198

00:19:59.370 --> 00:19:59.730

Red Jacket: Maybe.

199

00:20:01.440 --> 00:20:09.870

Red Jacket: It wouldn't have this is dancing animal event that the girl scouts will be doing all work, so we just have to supply place.

200

00:20:15.060 --> 00:20:15.360

Red Jacket: Which.

201

00:20:17.490 --> 00:20:17.730

Red Jacket: Will.

202

00:20:19.200 --> 00:20:20.640

Red Jacket: be fantastic so.

203

00:20:21.840 --> 00:20:22.560

Red Jacket: We have a number of.

204

00:20:27.300 --> 00:20:27.810

Red Jacket: Okay.

205

00:20:28.110 --> 00:20:45.450

Lisa Schaertl: that's great, and if you do have volunteers to help, we do have to have them sign a volunteer registration form fran, that's on the public website, they just need to download a volunteer application fill it in and sign it that lets them be covered by our insurance.

206

00:20:46.140 --> 00:20:46.590

Okay.

207

00:20:48.060 --> 00:20:48.390

Red Jacket: All right.

208

00:20:48.870 --> 00:20:53.490

Lisa Schaertl: let's move on to the committee's reports, then the nominations committee.

209

00:20:56.490 --> 00:20:56.880

Patricia Ayres: i'm.

210

00:20:57.420 --> 00:20:58.230

Red Jacket: Sorry, I have a question about that.

211

00:21:04.770 --> 00:21:05.310

Lisa Schaertl: Yes.

212

00:21:05.580 --> 00:21:08.400

Red Jacket: IF the girl scout are running this program and its

213

00:21:09.990 --> 00:21:10.920

Red Jacket: One of the younger groups, would that be a problem

214

00:21:18.090 --> 00:21:25.770

Lisa Schaertl: The girl scouts are there and their leaders are there and they are doing a girl scout thing and they just happened to be at the library I wouldn't consider them to be library volunteers.

215

00:21:25.920 --> 00:21:30.960

Red Jacket: Okay, so okay yeah they will be covered if anything happens.

216

00:21:32.070 --> 00:21:38.490

Red Jacket: for them to be covered by girl scouts they need to file paperwork with girl scouts so I wil.

217

00:21:48.570 --> 00:21:50.190

Lisa Schaertl: Okay anything else.

218

00:21:52.650 --> 00:21:54.330

Lisa Schaertl: Right pat nomination committee.

219

00:21:54.750 --> 00:22:13.350

Patricia Ayres: Yes, the committee submits the following slate of officers for consideration for the next year president Lisa schaertl Vice President Kim sutter Secretary peggy Sutton and treasurer Jan boor. the election will take place at our July annual meeting.

220

00:22:14.640 --> 00:22:29.610

Patricia Ayres: And the current board President will ask for nominations and if there are none the world will proceed to adopt the ballot presented and those named above will take office, so if anybody really wants to.

221

00:22:30.660 --> 00:22:37.320

Patricia Ayres: have one of these jobs, you still have an opportunity on July 19 to put your name into.

222

00:22:38.340 --> 00:22:39.090

Patricia Ayres: consideration.

223

00:22:39.810 --> 00:22:40.320

Lisa Schaertl: Thank you.

224

00:22:43.320 --> 00:22:46.170

Lisa Schaertl: Next, the ad hoc committee on operations.

225

00:22:47.370 --> 00:22:49.590

Lisa Schaertl: Chris presented a short report.

226

00:22:51.120 --> 00:22:52.560

Lisa Schaertl: he's not here tonight, but.

227

00:22:54.180 --> 00:22:59.280

Lisa Schaertl: Here's his report, anybody else in the committee available to answer questions.

Red Jacket: The meetings tomorrow it looks like

228

00:23:06.210 --> 00:23:11.910

Lisa Schaertl: It is tomorrow, and I think that Chris has agenda is you know, to check on the covid protocols, now that.

229

00:23:13.770 --> 00:23:24.300

Lisa Schaertl: Everybody who's not a school or hospital doesn't have to do the masks and social distancing perhaps since we can't we aren't open during school hours, maybe we don't have to follow those requirements.

230

00:23:24.960 --> 00:23:34.170

Lisa Schaertl: Summer hours they need to discuss and the final one is the big one, I think, developing a framework for moving forward on the other items so it's an initial meeting and.

231

00:23:35.220 --> 00:23:37.680

Lisa Schaertl: look forward to hearing how it went.

232

00:23:42.000 --> 00:23:42.450

Okay.

233

00:23:44.040 --> 00:23:49.620

Lisa Schaertl: finance and audit see Randy before you go into your reports.

234

00:23:51.960 --> 00:23:52.950

Lisa Schaertl: There was.

235

00:23:56.520 --> 00:23:57.630

Lisa Schaertl: We need to.

236

00:24:00.030 --> 00:24:11.010

Lisa Schaertl: With with Andrea leaving and fran coming on, we need to sign new bank signature cards for the director, so I need a motion, as proposed here.

237

00:24:15.150 --> 00:24:16.200

Lisa Schaertl: Was that you jill.

238

00:24:16.290 --> 00:24:20.250

Lisa Schaertl: we have a motion from jill persson to amend.

239

00:24:20.310 --> 00:24:37.050

Lisa Schaertl: The designation of bank and check signers that we adopted at the 2020 annual meeting to authorize the transfer of funds by any of the following persons Francesca De Nardo, interim library director Lisa schaertl President and Patricia ayres Vice President.

240

00:24:39.360 --> 00:24:40.140

Lisa Schaertl: Any questions.

241

00:24:41.700 --> 00:24:43.770

Red Jacket: So we will do this again next month.

242

00:24:44.460 --> 00:24:44.820

Right.

243

00:24:48.840 --> 00:24:49.320

Lisa Schaertl: that's right.

244

00:24:50.970 --> 00:24:53.700

Lisa Schaertl: Now we need to do this to remove Andrea and add Fran.

245

00:24:55.710 --> 00:24:57.180

Lisa Schaertl: yeah other questions comments.

246

00:24:59.280 --> 00:25:00.030

Lisa Schaertl: All in favor.

247

00:25:00.690 --> 00:25:00.990

Aye.

248

00:25:02.370 --> 00:25:03.210

Lisa Schaertl: Any opposed.

249

00:25:04.740 --> 00:25:10.260

Lisa Schaertl: Motion carries Thank you um and then we need the committee report.

250

00:25:15.510 --> 00:25:17.100

Lisa Schaertl: Sorry i'm a little slow tonight.

251

00:25:32.760 --> 00:25:33.030

Lisa Schaertl: hey.

252

00:25:34.770 --> 00:25:40.050

Red Jacket: We have three items that we would like to recommend for board action tonight. .

253

00:25:45.570 --> 00:25:46.410

Red Jacket: first is approval of the second review of 500-7.

254

00:25:47.970 --> 00:25:48.480

Red Jacket: policy.

255

00:25:50.940 --> 00:25:52.770

Red Jacket: This was first presented in April.

256

00:25:58.800 --> 00:26:00.570

Red Jacket: then revisions in May, because.

257

00:26:02.040 --> 00:26:03.060

Red Jacket: The state comptroller has done an audit on

258

00:26:04.320 --> 00:26:06.300

Red Jacket: Income investments in the libraries.

259

00:26:11.430 --> 00:26:16.620

Red Jacket: we modified our policy slightly based on what he was recommending to other libraries

260

00:26:22.710 --> 00:26:24.300

Red Jacket: we we have it for approval tonight, or if there is no approval

261

00:26:37.950 --> 00:26:38.340

Red Jacket: monday.

262

00:26:43.200 --> 00:26:44.220

Red Jacket: Next meeting

263

00:27:20.490 --> 00:27:21.510

Red Jacket: And the second item of business

264

00:27:25.350 --> 00:27:25.950

Red Jacket: authorize

265

00:27:28.080 --> 00:27:29.100

Red Jacket: jan to engage with an accountant. And next year we will review the accountant. And the third item is an accounting item. Because we purchased the circulation desk, we spent 36500 for Capital expenses.

266

00:27:32.670 --> 00:27:34.890

Red Jacket: For capital expenses, however.

267

00:27:36.630 --> 00:27:37.110

Red Jacket: those did not come out of our capital funds, they came out of our general funds.

268

00:27:39.240 --> 00:27:39.720

Red Jacket: I'm recommending 20000 transferring from capital funds to .

269

00:27:56.550 --> 00:27:58.470

Red Jacket: general funds.

270

00:28:00.420 --> 00:28:02.850

Red Jacket: It could be a little lower it could be a little higher than that.

271

00:28:07.080 --> 00:28:08.340

Red Jacket: depending.

272

00:28:11.010 --> 00:28:11.370

Red Jacket: Upon. We don't know exactly what we are going to spend this month but based on

273

00:28:12.570 --> 00:28:13.560

Red Jacket: Our estimates.

274

00:28:19.800 --> 00:28:20.220

Red Jacket: 20000 is about right to be fully funded for the years end.

275

00:28:25.350 --> 00:28:38.880

Lisa Schaertl: Randy I haven't had a chance to read the to do the review the second reading of the investment policy do you want me to show that now and go through it quickly or do you want me to put it until next month.

Red Jacket: It's up to you

276

00:28:41.880 --> 00:28:46.980

Lisa Schaertl: What does the board want do you want me to pull it up now and look at it and approve it tonight, or do you want to defer.

Red Jacket: we can go over it. you can pull it up. We are required to have a policy by law.

277

00:28:59.610 --> 00:29:02.850

Lisa Schaertl: Okay, very good so it's up now.

278

00:29:15.150 --> 00:29:18.780

Red Jacket: Now we did have we did have a first reading of this, so it was.

279

00:29:20.220 --> 00:29:20.640

Red Jacket: we did.

280

00:29:22.380 --> 00:29:22.590

Red Jacket: changes are in red.

281

00:29:41.820 --> 00:29:42.840

Red Jacket: so if you want to go to the red sections. Some of them are just typos.

282

00:29:42.840 --> 00:29:45.300

Lisa Schaertl: Ok so the director will recommend and the Board will approve.

283

00:29:45.360 --> 00:29:51.540

Red Jacket: if want to do CDs. These four points in red, we added, based on what we read in.

284

00:29:53.610 --> 00:29:55.050

Red Jacket: the office of the state comptroller review of .

285

00:29:56.610 --> 00:29:56.790

Red Jacket: of recent policies of other libraries. So we just

286

00:30:00.090 --> 00:30:03.780

Red Jacket: delineated who was responsible for various aspects.

287

00:30:05.490 --> 00:30:06.060

Red Jacket: of this process and spelled it out more clearly than we originally had.

288

00:30:10.770 --> 00:30:11.670

Lisa Schaertl: I see yes.

289

00:30:18.480 --> 00:30:25.950

Red Jacket: The only other substantial aspect is that we rearranged paragraphs and combined them in different sections but we didn't change the wording.

290

00:30:28.830 --> 00:30:32.460

Lisa Schaertl: Okay, very good i'll move to adopt.

291

00:30:33.510 --> 00:30:36.840

Lisa Schaertl: Policy 500 dash seven investments.

292

00:30:38.670 --> 00:30:42.660

Lisa Schaertl: As presented is there other discussion or questions.

293

00:30:46.380 --> 00:30:47.130

Lisa Schaertl: All in favor.

294

00:30:47.670 --> 00:30:47.910

Red Jacket: Aye.

295

00:30:49.080 --> 00:30:49.830

Lisa Schaertl: Any opposed.

296

00:30:51.420 --> 00:30:52.680

Lisa Schaertl: Motion carries Thank you.

297

00:30:54.120 --> 00:30:58.230

Lisa Schaertl: Alright, let's see, next thing on finance was.

298

00:31:00.630 --> 00:31:01.080

Red Jacket: our annual audit.

299

00:31:02.400 --> 00:31:03.300

Red Jacket: Or financial review.

300

00:31:05.640 --> 00:31:21.150

Lisa Schaertl: I move that the treasurer is authorized by the Board of Trustees of the red jacket Community library to engage with bondi giardia and ray llp to perform the 2020 2021 annual financial review at a mutually convenient time in July 2021 or August 2021. any discussion.

301

00:31:23.250 --> 00:31:23.940

Lisa Schaertl: All in favor.

302

00:31:24.750 --> 00:31:26.460

Lisa Schaertl: Aye any opposed.

303

00:31:28.380 --> 00:31:30.870

Lisa Schaertl: Motion carries and finally.

304

00:31:33.030 --> 00:31:33.540

Lisa Schaertl: Anybody.

305

00:31:35.520 --> 00:31:35.910

Red Jacket: I can do that.

306

00:31:36.690 --> 00:31:37.800

Lisa Schaertl: motion from.

307

00:31:38.910 --> 00:31:51.420

Lisa Schaertl: Jill persson that the board of trustees of the red jacket committee library authorizes the treasurer to transfer \$20,000 from the capital fund into the general operating fund prior to June 30 2021 any questions.

308

00:31:52.950 --> 00:31:54.360

Lisa Schaertl: All in favor Aye.

309

00:31:55.470 --> 00:31:56.280

Lisa Schaertl: Any opposed.

310

00:31:58.170 --> 00:31:59.070

Lisa Schaertl: Motion carries.

311

00:32:00.150 --> 00:32:01.560

Lisa Schaertl: Anything else from finance.

312

00:32:02.910 --> 00:32:03.420

Red Jacket: Nothing.

313

00:32:04.500 --> 00:32:05.040

Red Jacket: Very good.

314

00:32:08.010 --> 00:32:08.580

Lisa Schaertl: alright.

315

00:32:14.070 --> 00:32:26.610

Lisa Schaertl: Policy report Peggy there's no report, but last month we approved 400 dash two and 400 dash five, and they need to be uploaded to the drive and public website i've got some time this week that you want me to do that.

316

00:32:27.360 --> 00:32:28.770

Red Jacket: i'm sure that would be fine.

317

00:32:29.550 --> 00:32:35.460

Lisa Schaertl: i'll do that. facilities had no report personnel had a report.

318

00:32:37.380 --> 00:32:38.490

Lisa Schaertl: i'll pull it up.

319

00:32:39.840 --> 00:32:40.680

Kimberly Sutter: Thank you.

320

00:32:43.650 --> 00:32:44.130

Lisa Schaertl Here we go.

321

00:32:48.480 --> 00:32:50.190

Lisa Schaertl: What is this thing.

322

00:32:54.270 --> 00:32:54.600

Lisa Schaertl: alright.

323

00:32:58.650 --> 00:33:07.800

Kimberly Sutter: So the first one is, we need to move to approve Jordans appointment, the appointment is provisional as she has to take still has to take the civil service exam when it's offered.

324

00:33:08.460 --> 00:33:16.830

Kimberly Sutter: which would, in my research starts July 1 so we have to make sure that we are free, and if you can remind her that that will be coming up in the next.

325

00:33:18.060 --> 00:33:18.480

Kimberly Sutter: Week.

326

00:33:20.820 --> 00:33:23.100

Lisa Schaertl: yeah, you have the date she needs to have.

327

00:33:24.570 --> 00:33:28.200

Lisa Schaertl: applied by June 16 so if she's not already signed up it's too late.

328

00:33:31.470 --> 00:33:31.800

Lisa Schaertl: Okay.

329

00:33:35.760 --> 00:33:37.230

Red Jacket: so if she has not applied yet and misses this

330

00:33:38.820 --> 00:33:39.450

Red Jacket: what does that mean

331

00:33:41.760 --> 00:33:43.380

Lisa Schaertl: we'd have to figure it out

332

00:33:43.380 --> 00:33:43.590

Kimberly Sutter: ok.

333

00:33:44.340 --> 00:33:53.070

Lisa Schaertl: She supposed she's hired provisionally pending that she takes the exam when it's next offered if she hasn't signed up for it we'll have to talk to Jeanne trim at OCHR and figure out what to do next.

334

00:33:56.010 --> 00:33:56.340

Red Jacket: OK.

335

00:33:57.960 --> 00:33:59.010

Kimberly Sutter: i'm.

336

00:33:59.430 --> 00:34:02.430

Kimberly Sutter: can you follow up on that fran

337

00:34:03.060 --> 00:34:03.600

Red Jacket: what's that

338

00:34:08.370 --> 00:34:11.490

Kimberly Sutter: Let us know about Jordan and if she's a signed up for the exam or not.

339

00:34:11.910 --> 00:34:13.590

Red Jacket: I'll find out after the meeting.

340

00:34:15.360 --> 00:34:16.110

Kimberly Sutter: Thanks fran.

341

00:34:17.940 --> 00:34:32.640

Kimberly Sutter: So fran, i'm going to stop in and next week in sit down, Andrea did do some staff performance and salary reviews, so go over those together and see what the recommendations are from there.

342

00:34:35.130 --> 00:34:36.930

Lisa Schaertl: And you'll present those at the July meeting.

343

00:34:37.440 --> 00:34:44.460

Kimberly Sutter: i'm gonna have to ask either you or pat to do that because I won't be in the July meeting.

344

00:34:44.640 --> 00:34:46.590

Lisa Schaertl: Okay, actually, that would be fran to do that.

345

00:34:47.220 --> 00:34:47.910

Kimberly Sutter: yeah all right.

346

00:34:50.190 --> 00:34:51.000

Kimberly Sutter: i'm.

347

00:34:52.050 --> 00:34:59.100

Kimberly Sutter: And then Lisa worked with fran this week since fran come on board with the following Community use the facilities request portal.

348

00:34:59.700 --> 00:35:07.740

Kimberly Sutter: The schools work order request system, the library zoom account and public events calendar we've just got on bring it on Facebook today.

349

00:35:08.310 --> 00:35:20.070

Kimberly Sutter: with Jordan's help which is great, OCHR employee portal and also provided the list of the MC Ms CSE contacts for operations that's a mouthful.

350

00:35:23.700 --> 00:35:32.250

Kimberly Sutter: We did get Tim to stop by, actually fran, can you confirm that he did stop to have you sign the signature cards.

351

00:35:32.490 --> 00:35:33.570

Red Jacket: for keys yes.

352

00:35:33.960 --> 00:35:44.700

Kimberly Sutter: Okay, for the keys so Jordan and fran now have their keys and have signed the appropriate cards that the school needs in order to say yes, we have these kids yes.

353

00:35:45.810 --> 00:35:46.650

Red Jacket: August 17.

354

00:35:47.640 --> 00:36:01.020

Kimberly Sutter: Excellent Okay, he did say he was going to do that so want to confirm, as well. the exam the exam for the library clerk, which is the part time position was given recently in May had yet to be scored.

355

00:36:02.100 --> 00:36:09.090

Kimberly Sutter: So there's a new list of eligibles that has to be compiled so we're waiting for that we should probably check in with jene with that as well.

356

00:36:11.550 --> 00:36:20.460

Kimberly Sutter: So fran we'll discuss that when I stop in next week as well once things settle down this week and school ends, I have a lot more time kind of stop in and.

357

00:36:21.960 --> 00:36:23.310

Kimberly Sutter: face to face, which is good.

358

00:36:28.710 --> 00:36:32.100

Kimberly Sutter: And then the civil service exams are below.

359

00:36:34.380 --> 00:36:36.300

Kimberly Sutter: scroll down just a little bit for me.

360

00:36:37.950 --> 00:36:40.320

Kimberly Sutter: I went to go do it myself and realized I didn't have it.

361

00:36:43.410 --> 00:36:57.030

Kimberly Sutter: um, so there are the two dates that pertain to us for library assistant June 16 and then fran library manager July 21.

362

00:37:03.660 --> 00:37:05.100

Kimberly Sutter: questions on that.

363

00:37:06.420 --> 00:37:11.760

Red Jacket: I have one thing on next Monday I'm meeting fran.

364

00:37:13.200 --> 00:37:15.090

Red Jacket: introduce introduced with Charlene.

365

00:37:16.170 --> 00:37:39.480

Red Jacket: On Monday at 9am and then we're going to meet with your principal and Secretarys to kind of give her a tour and Karen Byrne, who will be the new librarian is going to be off that day but I did send fran Karen's email that's what she asked me to do,.

366

00:37:41.640 --> 00:37:43.080

Red Jacket: We have that for next week.

367

00:37:46.500 --> 00:37:47.130

Red Jacket: Also.

368

00:37:48.780 --> 00:37:49.170

Red Jacket: I contacted.

369

00:37:51.870 --> 00:38:00.960

Red Jacket: i'm sorry I spoke with mary zingarella and the friends are willing to make funds available in the library so we'll have lunch.

370

00:38:14.010 --> 00:38:14.460

Red Jacket: OK.

371

00:38:23.850 --> 00:38:36.000

Lisa Schaertl: OK so i'll move to approve the provisional appointment of Jordan Schneider to the position of youth services coordinator starting June 7 2021 at the rate of \$16 per hour any questions.

372

00:38:37.620 --> 00:38:38.370

Lisa Schaertl: All in favor.

373

00:38:39.090 --> 00:38:40.710

Lisa Schaertl: opposed

374

00:38:42.240 --> 00:38:48.270

Lisa Schaertl: Motion carries. Fran, you let me know confirm that she signed up if not we'll have to contact OCHR.

375

00:38:54.930 --> 00:38:56.160

Lisa Schaertl: ad hoc hiring committee.

376

00:38:59.040 --> 00:39:00.510

Lisa Schaertl: So this is a.

377

00:39:01.560 --> 00:39:05.010

Lisa Schaertl: faction of the personnel committee.

378

00:39:10.890 --> 00:39:17.010

Lisa Schaertl: So Fran started June 10, as you know, as the interim director may work a maximum of 90 days so until September ninth.

379

00:39:17.400 --> 00:39:23.160

Lisa Schaertl: and a search is underway for a permanent director and we do consider Fran to be a candidate for the permanent position at this time.

380

00:39:23.790 --> 00:39:34.620

Lisa Schaertl: So I also posted a very short form of the civil service hiring process on the next page of this report if anybody wants the details that kind of help make sense of this report.

381

00:39:35.790 --> 00:39:42.210

Lisa Schaertl: Right now, the list of eligibles for library manager is exhausted and Ontario county HR has ordered a new exam.

382

00:39:42.570 --> 00:39:48.270

Lisa Schaertl: The exam will be available online August one through August 31 and a candidates must apply by July 21.

383

00:39:48.720 --> 00:40:01.020

Lisa Schaertl: A new list of eligibles based on that exam should be ready by mid September, meanwhile, we may hire a candidate provisionally, so we find a candidate and can hire them and on the provision that they take and pass this exam.

384

00:40:01.530 --> 00:40:05.700

Lisa Schaertl: So this gives us an opportunity to seek a candidate with experience and skills we want and.

385

00:40:06.060 --> 00:40:13.950

Lisa Schaertl: We carried forward the same criteria that we had last time we did a search, we wanted to have library experience we desired a master's in library science.

386

00:40:14.310 --> 00:40:22.740

Lisa Schaertl: We wanted management experience and we wanted a Community connection and we added relationship building skills as being important, as well as Community connection.

387

00:40:23.160 --> 00:40:32.430

Lisa Schaertl: And we should identify any potential candidates by July 21 so that they can apply for that exam so that's our timeline identifying candidates by July 21.

388

00:40:33.030 --> 00:40:42.930

Lisa Schaertl: So i'm advertising the vacancy I don't know if you've had a chance to see the spreadsheet i'm quite proud of it, showing everything that i've done to advertise it and how you can help.

389

00:40:45.630 --> 00:40:53.670

Lisa Schaertl: Please have a look at it, if you haven't the timeline is advertising candidates from June 6 to July 2 and gather.

390

00:40:54.990 --> 00:40:57.420

Lisa Schaertl: Applications through the month of June.

391

00:40:59.580 --> 00:41:05.460

Lisa Schaertl: So the deadline for applications on ontario county portal is June 30 and i've been putting July 2 elsewhere.

392

00:41:06.120 --> 00:41:17.940

Lisa Schaertl: We can extend the deadline to July 16 if necessary and select candidates for interviews by July 21 so as soon as we tell someone that we'd like to interview them we'd say and sign up to take that test okay.

393

00:41:18.390 --> 00:41:31.290

Lisa Schaertl: But I thought we do interviews in July reference checks in July and our goal would have an offer by the end of July, since we don't meet in August well we'd have to do a special meeting unless we have a candidate picked out by July 19 which.

394

00:41:32.460 --> 00:41:36.900

Lisa Schaertl: Experience says is not very likely, so any questions about that timeline.

395

00:41:39.360 --> 00:41:46.590

Lisa Schaertl: Alright, so i'm collecting applications i've got a couple from Ontario county HR they have posted the position out there.

396

00:41:46.950 --> 00:41:55.950

Lisa Schaertl: i've got a couple I created a an account on handshake, which is what buffalo Syracuse and St john Fisher use for their information of library science MILS

397

00:41:56.520 --> 00:42:08.130

Lisa Schaertl: programs and i've got a few applications from young people just finishing their mls degree and i'm keeping track of them and marking down.

398

00:42:08.640 --> 00:42:24.720

Lisa Schaertl: A checkbox if they meet the one of these three criteria, once all of the applications are collected by the end of June i'll meet with the rest of the personnel committee and any other volunteers who want to help and select candidates to interview in July.

399

00:42:26.220 --> 00:42:35.250

Lisa Schaertl: right if anybody wants to see the applications before then, let me know I haven't posted them on drive because they're people's resumes and personal information.

400

00:42:37.680 --> 00:42:39.120

Lisa Schaertl: questions about that process.

401

00:42:39.360 --> 00:42:40.320

Patricia Ayres: I just had a thought.

402

00:42:41.460 --> 00:42:47.670

Patricia Ayres: Did we ever consider contacting geneseo they have a library Program.

403

00:42:48.840 --> 00:42:50.040

Lisa Schaertl: i'll add it to the handshake.

404

00:42:50.910 --> 00:42:51.360

Patricia Ayres: Okay.

405

00:42:53.820 --> 00:42:54.060

Red Jacket: I don't.

406

00:42:55.830 --> 00:42:59.190

Red Jacket: I don't think they have had one for a long time.

407

00:42:59.880 --> 00:43:02.490

Red Jacket: Oh really yeah buffalo up.

408

00:43:02.910 --> 00:43:04.260

Patricia Ayres: Okay, that could be.

409

00:43:05.400 --> 00:43:06.180

Lisa Schaertl: Okay, so.

410

00:43:07.410 --> 00:43:09.690

Lisa Schaertl: All right, any other questions,

411

00:43:12.720 --> 00:43:14.370

Lisa Schaertl: All right, we'll move on to long range planning.

412

00:43:17.010 --> 00:43:20.550

Peggy Sutton: Okay, I did submit this late today so you might not have all seen it.

413

00:43:22.860 --> 00:43:34.770

Peggy Sutton: we did meet on may 24 just a part of us met, lisa myself and andrea met, and here are the notes that I took from that meeting.

414

00:43:35.550 --> 00:43:54.360

Peggy Sutton: I gave on contact pls and I spoke with RON and he did go over general information with me on a the long range process, he did share available tools example surveys, I have to the document on how to take put them all on google drive.

415

00:43:55.500 --> 00:44:08.880

Peggy Sutton: he did mention that we run a virtual board retreat, they have not met in person, because it's covid and I told them, maybe, later on, but we're on a short timeline right now.

416

00:44:09.960 --> 00:44:22.110

Peggy Sutton: And we needed to get our process going, he did share with me the PLS strategic planning outline and information that i'm sure many of you have seen that before.

417

00:44:23.130 --> 00:44:33.720

Peggy Sutton: He also shared surveys from Geneva and something at the interview questions and actually we did take questions off of that.

418

00:44:35.640 --> 00:44:40.770

Peggy Sutton: When we did our survey here on June 2 at the public forum.

419

00:44:42.870 --> 00:44:45.240

Peggy Sutton: We did briefly look at our.

420

00:44:46.530 --> 00:44:52.740

Peggy Sutton: long range process that's in place right now and the goals that we had.

421

00:44:53.850 --> 00:44:58.500

Peggy Sutton: and many of them don't seem like they would be in effect anymore.

422

00:44:59.700 --> 00:45:02.370

Peggy Sutton: For example, like library space utilization

423

00:45:04.650 --> 00:45:17.010

Peggy Sutton: As you know, we could have issues with that if we can't stay in our space, but we weren't really sure about the library space for teens, we thought we'd see where our current surveys show up.

424

00:45:18.240 --> 00:45:21.270

Peggy Sutton: and expand our library collection.

425

00:45:22.350 --> 00:45:38.550

Peggy Sutton: at that point Andrea didn't think there was a problem with that, you probably can remove that one and, of course, community outreach would have to stay. Ron did share with me certain things minimum standards that you have to have in your long range plan.

426

00:45:39.570 --> 00:45:41.370

Peggy Sutton: So they're in the document here.

427

00:45:42.630 --> 00:45:43.140

Peggy Sutton: and let's see what else

428

00:45:47.340 --> 00:45:51.570

Peggy Sutton: Another thing we want to do is, we want to tie in with a community in the summer events

429

00:45:53.730 --> 00:45:57.450

Peggy Sutton: I like I said we did have a good kick off on July 2.

430

00:45:58.740 --> 00:46:04.890

Peggy Sutton: When we had the community forum, he had roughly about 43 Community Members present.

431

00:46:05.850 --> 00:46:14.610

Peggy Sutton: And that included the mayors of Shortsville and Manchester, two board of education Members and two newly elected Board of education members, and

432

00:46:15.510 --> 00:46:29.490

Peggy Sutton: friends of the library, I know dustine has all the surveys, she was going to go through them, she must still be working on them, I'll check with her if she has anything to present.

433

00:46:30.750 --> 00:46:32.910

Peggy Sutton: But for future.

434

00:46:33.990 --> 00:46:46.320

Peggy Sutton: I would like to meet, i'm trying to get a meeting set up for next week I did send out one of those surveys to find a date that everybody could to meet, because we really do need to look over the surveys and we just had done

435

00:46:47.790 --> 00:46:54.870

Peggy Sutton: decide what tools we want to use for our future programs, and we would like to tie into all the summer events.

436

00:46:57.630 --> 00:47:01.080

Peggy Sutton: So, more to come on that So hopefully we can have a plan on.

437

00:47:02.220 --> 00:47:03.030

Peggy Sutton: coming after these things.

438

00:47:07.140 --> 00:47:21.090

Peggy Sutton: I do have a line test on the back, i'm trying to keep track of everything that we've done, but I do think the community forum was really good, we got a lot of positive feedback from people that attended that.

439

00:47:22.740 --> 00:47:25.050

Peggy Sutton: Anybody have any questions, I know that was kind of fast.

440

00:47:27.120 --> 00:47:37.860

Patricia Ayres: I was just wondering if you are giving any of the people who are doing summer programs an evaluation of the library, the questionnaire.

441

00:47:37.950 --> 00:47:49.650

Peggy Sutton: I want to, that's what we need to talk about next week, because we already did talk about a list of all the events for the summer we need to assign people get to go to them and I need to do it.

442

00:47:51.120 --> 00:47:51.540

Patricia Ayres: Okay.

443

00:47:51.720 --> 00:47:54.810

Peggy Sutton: I know i'm going to be able to do some of them in the daytime.

444

00:47:56.700 --> 00:47:57.030

Patricia Ayres: uh huh.

445

00:47:57.570 --> 00:47:57.900

Peggy Sutton: But that's something we need to decide

446

00:47:59.160 --> 00:47:59.460

Peggy Sutton: Now.

447

00:48:00.000 --> 00:48:01.890

Patricia Ayres: if you need help i'm available.

448

00:48:02.370 --> 00:48:04.440

Peggy Sutton: All right, that would be wonderful

449

00:48:06.300 --> 00:48:19.500

Peggy Sutton: Are we also you know, in our next meeting, we need to talk about focus groups, like we need community members on little you know committees or teams, you know what I mean, groups. The mayors were very interested.

450

00:48:22.950 --> 00:48:24.570

Peggy Sutton: we have a lot of work yet to do.

451

00:48:25.680 --> 00:48:26.220

Patricia Ayres: Yes.

452

00:48:27.600 --> 00:48:34.440

Lisa Schaertl: We probably should consider you know, we had questions like do we have any contingency plans if we can't work out an agreement with the school and we're.

453

00:48:34.890 --> 00:48:49.620

Lisa Schaertl: Our goal is to work out an agreement with the school and we think we can but it's probably worthwhile asking on the survey the community's willingness to bear a tax increase if we end up having to pay rent to the school or to another entity.

454

00:48:51.870 --> 00:48:54.150

Lisa Schaertl: I don't know how to word that but that's something we should think about.

455

00:48:54.570 --> 00:48:54.960

Peggy Sutton: yeah.

456

00:48:58.020 --> 00:48:59.310

Red Jacket: Well, we know more tomorrow .

457

00:49:01.860 --> 00:49:02.340

Red Jacket: after our meeting.

458

00:49:09.570 --> 00:49:13.260

Patricia Ayres: Somebody translate what randy just said, because i'm just getting static

459

00:49:14.280 --> 00:49:14.760

Red Jacket: theres' an ad hoc committee tomorrow, there's .

460

00:49:16.410 --> 00:49:20.280

Red Jacket: three of us and three board members.

461

00:49:21.300 --> 00:49:25.860

Red Jacket: And if there's any any resolution or.

462

00:49:27.090 --> 00:49:31.620

Red Jacket: anything headed in that direction that might help peggy we can can let her know after that meeting.

463

00:49:33.360 --> 00:49:33.660

Pat Ayres: Good.

464

00:49:35.880 --> 00:49:37.770

Lisa Schaertl: Okay anything else on Long Range planning.

465

00:49:40.290 --> 00:49:54.360

Lisa Schaertl: Okay, so next unfinished business the library, has to do a report in New York state with lots of statistics and Andrea had posted this in April and we hadn't done anything with it.

466

00:49:57.690 --> 00:50:04.260

Lisa Schaertl: and technically, we should approve it before it was submitted but it's been submitted to pioneer library systems and it's been submitted to the State so.

467

00:50:04.620 --> 00:50:15.780

Lisa Schaertl: kind of after the after the fact, approval of this annual report to the State. it's been available for trustees to review, I believe I reviewed it once.

468

00:50:17.130 --> 00:50:34.650

Lisa Schaertl: I think I suggested a change to an email address that didn't get made, but it's worth looking at, trustees, it's basically for the calendar year, I think, and it talks about Andrea and Jan get together and pull out, you know how many books, we have.

469

00:50:36.090 --> 00:50:46.110

Lisa Schaertl: How many types of other, like downloadable books, do we have what are our holdings what was our circulation do we have these required policies.

470

00:50:48.060 --> 00:50:52.350

Lisa Schaertl: What kind of programs did we offer, of course, the numbers are very low, since it was covid.

471

00:50:53.490 --> 00:51:07.410

Lisa Schaertl: So anyway there's just a lot of statistics, there for any trustee to review. normally we review and approve this document, so I will move to approve the 2020 annual report to New York state any questions.

472

00:51:10.470 --> 00:51:11.940

Lisa Schaertl: All in favor Aye.

473

00:51:13.590 --> 00:51:14.490

Lisa Schaertl: opposed.

474

00:51:16.440 --> 00:51:29.580

Lisa Schaertl: Okay motion carried then based on that and other things that we know we have to provide an annual report to the Community. that's one of the requirements.

475

00:51:30.720 --> 00:51:33.120

Lisa Schaertl: So we have an annual report to the Community.

476

00:51:35.790 --> 00:51:40.860

Lisa Schaertl: That was presented at the Forum in draft form and i'm going to ask.

477

00:51:42.990 --> 00:51:48.450

Lisa Schaertl: The Board to approve that tonight. The report to the Community its preliminary.

478

00:51:49.890 --> 00:51:58.740

Lisa Schaertl: Everybody I hope has had a chance to read it there's the numbers from our budget there's the numbers from the 2020 annual report that we just looked at.

479

00:52:00.360 --> 00:52:12.570

Lisa Schaertl: And there's a value calculator we kind of take the number of items borrowed and estimated value of people had to pay for it, and then we do include looking ahead, the fact that we're going to make some changes going forward.

480

00:52:14.910 --> 00:52:15.540

Lisa Schaertl: Right.

481

00:52:18.570 --> 00:52:20.700

Lisa Schaertl: motion to approve this annual report to the Community.

482

00:52:24.240 --> 00:52:24.900

Lisa Schaertl: Who was that.

483

00:52:27.480 --> 00:52:32.790

Lisa Schaertl: a motion from Peggy Sutton to approve the 2020 annual report to the Community. questions.

484

00:52:33.870 --> 00:52:34.590

Lisa Schaertl: All in favor.

485

00:52:34.830 --> 00:52:37.860

Patricia Ayres: beautiful job.

486

00:52:38.160 --> 00:52:39.660

Lisa Schaertl: Thank you all in favor.

487

00:52:40.230 --> 00:52:41.850

Lisa Schaertl: opposed.

488

00:52:43.050 --> 00:52:43.950

Lisa Schaertl: Motion carries.

489

00:52:45.090 --> 00:52:45.750

Lisa Schaertl: fran.

490

00:52:47.670 --> 00:52:50.910

Lisa Schaertl: Would you like me to get this printed, I mean we have an account.

491

00:52:53.130 --> 00:53:05.970

Lisa Schaertl: You do you want to take printed copies out to the well we'll talk we'll talk offline how many copies we're going to take around to summer programs and stuff we're doing less and less with paper copies but.

492

00:53:08.220 --> 00:53:09.420

Lisa Schaertl: might be good to take it around.

493

00:53:11.910 --> 00:53:12.270

Lisa Schaertl: yeah.

494

00:53:12.810 --> 00:53:14.940

Red Jacket: may I make a suggestion

495

00:53:17.100 --> 00:53:18.270

Red Jacket: there were questions at the forum

496

00:53:19.830 --> 00:53:22.410

Red Jacket: about what the size of our collection.

497

00:53:23.520 --> 00:53:31.230

Red Jacket: So, having to copies of these at both village office and putting that out, so people can see that.

498

00:53:32.580 --> 00:53:33.540

Red Jacket: might be helpful.

499

00:53:35.700 --> 00:53:44.820

Lisa Schaertl: So let me get with fran and figure out how many copies, we need and we'll do a minimum number of printed copy, so we don't have much sitting around but it'll be good to get them around the Community I think that's true.

500

00:53:48.420 --> 00:53:51.960

Lisa Schaertl: All right, um I don't have any new business does anyone else.

501

00:53:54.660 --> 00:53:57.120

Lisa Schaertl: I don't have any correspondence and communications.

502

00:53:59.220 --> 00:54:00.720

Lisa Schaertl: Does anyone have anything I missed.

503

00:54:04.170 --> 00:54:08.400

Lisa Schaertl: Okay i'll call the meeting adjourned at 759 and i'll stop recording.

504

00:54:11.190 --> 00:54:12.780

Patricia Ayres: Good job Lisa.