**Dormann Library**

**Board of Trustees**

**Minutes**

**Tuesday, September 21, 2021**

**Present**: C. Stephenson, L. Bronson, R. Sprague, S. Pifer, H. Schneider, L. Zawrotny, L. Perry, T. McKinley, E. Simms, D. Shugars, K. Mishrell and L. Rumsey. T. Didrence was the staff present.

**Call Meeting to Order: 5:01 p.m.**

**Adoption of Agenda**: R. Sprague made a motion and H. Schneider seconded. All approved.

**Period for public/staff expression**: T. Didrence was present.

**June Meeting Minutes:** H. Schneider moved to approve and C. Stephenson seconded. All approved.

**Correspondence:** Thank you note from a staff member for an anniversary bonus.

**Youth and Family Services Report:**

* T. Didrence reported on the summer program, Tales and Tails.
* Had 25 programs with 411 participants over the summer.
* Partnered with: JSYRC, Bath Community Children’s Daycare, Orchestra of the Southern Finger Lakes, Cornell Cooperative Extension Steuben, Science and Discovery Center, and Food Bank of the Southern Tier (summer meals)
* Tend to get more participants in July and would like to adjust programming dates for next summer.
* Next year’s theme will be Ocean of Possibility and will be done in conjunction with F. Jack if she receives a grant that she submitted to do this.
* Will do January reading program with new online tracking system encourage families to try the new app for the future.
* Working on increasing programming and materials to loan out for families and youth.

**Library Director Report:**

* Strategic Plan – L. Rumsey presented a new Strategic Plan for 2022-2025. L. Bronson moved to approve and R. Sprague seconded the new mission and vision statement.
* Columbus Day – Board decided to not add extra days and have the staff pick which date they’d like – Columbus or Election Day.
* Café – Would like to explore allowing other businesses to rent out café. The renter would have to have insurance. If volunteers work at café, L. Rumsey needs to check if volunteers covered under insurance and how they would handle cash.
* Fountain – Would like to have running in Spring 2022.
* Maintenance –
	+ Emergent Needs – Pay to get done immediately
	+ Wish list – Go over during budget time to add large expenses to next budget.
	+ L. Rumsey will ask the Village of Bath for new flag. C. Stephenson will ask who to reach out to at the Village of Bath.
	+ L. Rumsey will get quotes to fix the heating/cooling system and also to get a new system due to all the issues that have been happening.
* COVID 19 Policy - Will not be changing any COVID-19 policies at this time.
* Dumping – People are dumping by the Book Barns. L. Rumsey will put a motion light up and potentially put up signage saying there are cameras out there to deter people from dumping.

**Committee Reports:**

* **Building Committee** –
* K. Mishrell will work on fountain Spring 2022.
* Roofing company will start working on the roof before the end of September.
* Would like to get quotes for a new lawncare company. K. Mishrell noted that P. Langendorfer is doing a good job with the grounds.
* K. Mishrell will help with some simple electrical work.
* **Budget and Finance –** Currently under budget, doing well with budget and investments.
* **Legal –** No report.
* **Public Relations –** Will not be doing Open House yet due to rise in COVID-19 cases.
* **Personnel** – 6:26 R. Sprague motioned and C. Stephenson seconded to go into Executive Session. 6:31 R. Sprague motioned and C. Stephenson seconded to come out of Executive Session. C. Stephenson moved to renew L. Rumsey’s contract for another year and K. Mishrell seconded. All approved.
* **Lifelong Learning –** No report.

**Old Business:** None

**New Business:**

* **Nominating Committee-** C. Stephenson and T. McKinley will find a replacement for vacancy from R. Sprague. L. Rumsey will send list from prior years to the nominating committee. L. Rumsey will also update the Trustee list with terms and share with board.
* **Maintenance List –** Would like to create a maintenance list for various things that need to be done on a regular basis.
* **Investment Accounts –** L. Bronson will ask J. Arnold from Community Bank to do a presentation for the board in October 2021.

**Period for Public/Staff Expression:** None

Meeting ended at 6:57 p.m.

**Next meeting: October 19 at 5 p.m. in person.**