

# Jordanville Public Library

## Board of Trustees

### Minutes: May 5, 2020

- Meeting held remotely through "Google Meet".
- Attending: Lisa Wilber, George Mower, Gary Aney, Barbara Poore, Debra Bronner, Melinda Supp
- Call to order: 6:30 PM by Lisa Wilber
- Construction update provided by Glenn Armstrong  
The Ceiling renovation and memorial garden should be considered for community projects.  
Windows are ready to install.  
Concrete to be completed by May 9.  
Then after waiting a week for the concrete to cure it will be backfilled and at the same time risers will be added to the septic for easier cleanout access.  
Framework will begin about May 18.  
Electrical work on the main room is being completed in the meantime.  
The footers and foundations drains are in place and a dry well for the water softener.  
The Army Corps of Engineers have approved the drainage plan.  
Plan is to use a "Flat Panel LED system" for lighting in main room.
- Director's report – as attached with the edition of update on M & T grant application; 990 and updated audited financials are needed to complete application.  
George Mower made the motion to have the Financials Audited, Debra Bronner seconded the motion. Motion passed. Garry Aney will contact the accountant to make arrangements for completion.
- Motion to approve minutes of April 2020 was made by Debra Bronner, seconded by George Mower and passed.
- Melinda Supp gave technology update: The T-Mobile Hotspots for the lending program have been delayed in shipping due to the Covid 19 pandemic. Request that Verizon Hotspot's usage be paid for until the end of May. George Mower made the motion to continue paying for Verizon hotspots until June 1<sup>st</sup> and it was seconded by Debra Bronner and passed.
- Lisa Wilber discussed the date change of summer and winter library hours. Due to the Covid 19 pandemic shutdown of the library and employee telework conditions it is recommended to maintain Winter hours until July 1, 2020. George Mower made the motion to do so and it was seconded by Debra Bronner and passed. Tentatively looking

at Dec. 1, 2020 to be the date change from Summer to Winter hours pending restrictions imposed by pandemic.

- Essential workers: Diane Thomas has been tasked with maintaining the stand of free books and seeds on the library's porch during the shutdown. Christopher Sturcke has developed and will continue to maintain a Facebook page and to contribute to the library's website. Russel Hunt continues to provide snow removal due to late season storms as well as minor repair work within the library. He will also be aiding in preparations for reopening the library as well as the seasonal lawn maintenance. Melinda Supp continues to manage administrative tasks.
- Treasurer's Report/Vouchers. Garry Aney  
Year to date: \$12,150 has been paid to Upstate Unlimited for construction from the Robinson Roosevelt Account leaving a balance of \$53,812.54.  
JLG: \$213.50  
MYLS: (inclusive of books, DVDs, processing, 2 Chrome books w/license, tote bags, paper towels, ice-melt) \$939.51  
Ferguson Fuel: \$482.00  
Time Warner: \$46.73  
NYSEG: a credit of \$101.28  
R. Hunt: \$165.93  
M. Supp: \$760.49  
D. Thomas: \$129.68  
C. Sturcke: \$259.35  
Postage: (roll of stamps) \$55.00  
Balance: Petty cash: \$149.57, Bus. Act: \$2,666.03, ADK: \$9,834.31, MM: \$23,204.46
- Lisa Wilber will contact ODY school regarding board members obtaining petitions and place on the ballot for budget vote during the pandemic shutdown.
- Next meeting will be June 2, 2020
- Motion to adjourn made by George Mower, seconded by Lisa Wilber, and was passed.
- Time: 7:14