

#1, 2020 Benedek Memorial Library Trustees Meeting, January 28, 2020

Members present: Susan Goodrich, Mary French, President Bill Fiske, Tim Allard,
Roxanna Miller, Director Candy Wilson

No one was absent, no public was in attendance.

The meeting opened at 12:07. There were no changes to the agenda. The minutes were read and corrected. Bill, seconded by Tim, moved to accept the minutes. Accepted.

Treasurer Report

Both the balance sheet and the Operating Budget for 2019 were read and discussed.

The Library did receive the same Steuben County Aid, \$3,766 as last year. To continue this aid, the County will now require evidence of sexual harassment training plus a yearly audit and tracking of the use of County funds, all ready for presentation upon the County's request. Candy suggests using these funds for Internet connection and replacement of public computers, with any balance for programming (e.g. summer reading).

Candy has sent in paperwork to get the library's name changed on the Lord Abbert fund to "Dr. Sandor and Berthe Benedek Memorial Library", our new name.

In discussing the Tax Cap and the amount we will ask the public to fund at the May budget vote we decided that we will be mindful that Campbell Fire District voters have had an automatic increase in their fire tax. We do not want to lose any support we gained last year. Even though our budget needs are far higher, Tim moved that we ask for the same increase of \$2900 that we asked for last year. Bill seconded this motion. There was unanimous acceptance of the motion. The total request proposed is \$58,100 (last year's total plus this year's increase of \$2900).

Candy also stated that she now has the needed tax exemption paperwork.

Old Business

A. Friends

meet tonight at 5:00PM

Christmas magic wrap-up

B. MHJMH Update

The library needs a new circulation computer service contract. Mary moved that we authorize payment for the service contract; Tim seconded the motion. Accepted

C. New public computers will be needed before 2021, with the need for a separate service contract.

- D. The insurance broker sent an e-mail stating that the carrier wants information about use of our parking areas. We have added more lighting to prevent future problems.
A representative will attend our March 3 board meeting.

New Business

- A. New Officers for 2020 were proposed and elected with unanimous acceptance by all.
President: Bill Fiske, Vice-President: Mary Finch, Treasurer: Tim Allard, Secretary: R. Miller
- B. The library needs more DVD shelving. Tony is going to build a set of floating shelves to the left of the kitchen wall shelves. We will ask the Friends to fund the purchase of materials for these.
- C. March 27 The library is sponsoring a seminar dealing with scams. The library will provide a light lunch at 12:00noon followed by a presentation by _____ from Life Span in Rochester. Although the program is aimed at Seniors, anyone may attend,
- D. The Annual Report is due soon. Candy will complete it and e-mail it to board members to approve in order to send the report to STLS by its due date.
- E. The Teen Council needs new members. Many former participants have aged out.
- F. March 5 Candy will attend CS Science night. The project she uses there could be sued for the Maker Faire this Spring

Left from agenda item Old Business D: Policy Review "Equipment Use"

Our policy has not been reviewed since 1980. The last official update was in 1998. The contract form for patrons to use is currently a 3-page set of rules with a one-page form to sign. By observation, few people read this before signing.

Candy suggests changes regarding e-mail, computer games, timed use of a computer, maintaining regulation of downloads or extensions affecting computer function, responsibility in regard to library phone usage, operations and cost of fax use, use of flash drives, getting into the computer hard drives, requiring everyone under age 18 to have parents sign for computer use.

Candy will rewrite the entire contract, with changes, in order to vote to authorize these changes at the next meeting .

The next meeting will be on March 3 (Feb. date is day for library Advocacy in Albany)

Census starts April 1. Libraries will be places for people to complete this on line. Candy will set up the extra computer for this purpose (probably in the kitchen).

Meeting adjourned at 1:47PM.

Respectfully submitted,

Roxanna E. Miller

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