

## Benedek Memorial Library Board of Trustees Meeting #9, 9 25 2020 via Zoom

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

Members absent: no one

The meeting opened at 12:09 by President Fiske. The minutes of the August 25 meeting were read and corrected. Tim moved to accept the minutes as corrected. Bill seconded this motion. Minutes accepted. The agenda was read, Tim moved to accept it; Bill seconded. Agenda was accepted.

### Treasurer's Report

- 1) The balance sheet as of August 1
- 2) The balance sheet as of 9/18/2020
- 3) Balance sheet as of
  - Operating funds down ( Candy already put in for the next times payroll).
  - Friend's Group. Balance is up
- 3) Working budget for August
  - several corrections made to put information in correct lines according the purpose of The budget's plan.

Bill moved to accept the operating budget as reported; Susan seconded. Accepted.

### Old Business

#### Friend's group

- 1) FLX giving will occur only on November 13, 2020. Candy sent a short message written through the eyes of Austin (library "mascot") to explain our need for donations.
- 2) Election Day Luncheon
  - Through discussion we saw several complications that would be difficult to manage.
  - Tim moved that we not hold this fund raiser this year due to the continuing effect of the Corona Virus. Tim seconded. Accepted.
- 3) Bill would like to send out a Newsletter. He would include information about programs the Library did have throughout the shutdown, explain about the FLX fundraiser (date, how to participate), and identify new library procedures. He will include any relevant pictures someone might have.
- 4) Updates on MHJMH postponed.

#### Larry's Paving

The company only black topped an L-shape around the handicap parking area. The contract specified a 5-foot area around that area. This would meet the insurance company requirements for a solid surface on both outside edges. On 9/5/2020, when Candy called him about this Larry said he would fix the paving for an extra \$500, an amount the library would find a burden. Mary will seek advice about this in light of the contract wording; Bill and Candy will call Larry and state our opinion.

#### Computer upgrade

Still working with STLS. Need to resolve the issue of where to place the servers. Candy will ask for an update.

### Deferment Of employees paying Social Security

After discussion and explanation of how that would work, Bill moved the Library not offer this program. Tim said doing so would present a risk to the library. Mary seconded Bill's motion. Accepted.

### Handling of library items

New information requires the library to hold returned items, unstacked, for 4 days before entering/exiting system. Inter Library Loan Items have to be held 4 days. Since this longer hold could result in some people facing a fine, Tim moved, with Bill seconding, that we go temporarily fine-free. Accepted

### New Business

2021 budget: Bill, Tim. Candy to meet over Zoom.

What to do if Rose or Candy get COVID-19. STLS says no volunteers, since they would be a liability for the library if a problem occurs.

Only suggestion was to see if we could get a personnel replacement from another library.

Candy did participate in sending an STLS letter to Steuben County requesting funding in light of the current economic difficulties which result in increased demand on libraries.

The next board meeting will be at noon on October 27, probably still on Zoom.

Bill moved to adjourn; Mary seconded. The meeting closed at 1:55pm.

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