

Minutes of the David A. Howe Library
Board of Trustees Meeting
October 13, 2020

Trustees Present: Donald Comstock, President, Nic Gunning, Director, Tom Reuning, Nancy Reuning, Voni Walker, Treasurer, Kris Green, Emily Peavey, Vice-President, Madeleine Gasdik, Anne Sobeck, Secretary

Trustees Absent: Laurie Hennessy

Call to Order: President Donald Comstock called the October 13, 2020 meeting to order at 7:35am.

Discussion and Approval of Minutes: A motion was made by President Comstock and seconded by Trustee Walker to approve the September 2020 minutes. The motion carried.

Director's Report

A. Statistics

-Circulation

It was noted that total checkouts were down but total digital checkouts were up substantially. Both totals reflect the effect of Covid-19.

-Program

The Movies on the Lawn have had great turnouts. They will continue as weather permits.

B. News from the Library

-About 70 people in all attended the First DAHL Fall Festival. Live music, child and adult crafts, raffles, donuts and cider were enjoyed by all. The Wellsville Rotary Club donated free take-home books for the children. The staff has decided to make this an annual event!

-The DAHL partnered with the National Voter Registration Day Organization.

Director Gunning received applications from the Board of Elections (BOE). He is planning a special podcast with the Republican and Democratic Commissioners.

-The Monday Club met for the first time back at the Library. They were very happy with the safety measures the staff has implemented due to Covid-19.

-The annual report with SAM is complete.

C. Department Reports

Auditorium:

Jessica is working on a proposal for the Tri-County Arts Council in hopes of receiving some funding for Library programs.

Youth:

Kate and Director Gunning are exploring options for re-opening the children's room by appointment only.

Tech:

Ken leads the tech labs on Monday-Thursday and Gary has taken the Friday spot.

Building and Grounds:

Annual maintenance of the roof and gutters by General Roofing has begun.

Jim is now painting and refinishing the woodwork in the foyer.

D. Next Steps

There was much discussion for and against trying to open up the foyer in addition to or in place of the current auditorium curbside pick-up. The health and welfare of our patrons and staff is the number one priority. No decision was made and, again, we are waiting for more guidance from STLS on this issue.

E. Strategic Plan

We have temporarily postponed forming a committee to begin work on the DAHL Strategic Plan for the next 5 years due to Covid-19.

F. Personnel

Director Gunning has begun staff evaluations.

G. Budget

Our finance committee met prior to this meeting to discuss the DAHL proposed budget.

A motion to accept the proposed budget for the DAHL for 2021 was made by Trustee Gasdik and seconded by Trustee Peavey. The motion carried.

A motion to pause the DAHL endowment transfers, but to review on a monthly basis, was made by Trustee Gasdik and seconded by Trustee Walker. The motion carried.

A motion to keep taxes flat and not increase the tax cap was made by Trustee T. Reuning and seconded by Trustee Walker. The motion carried.

Committee Reports

None

Friend's Report

None

Old Business

None

New Business

None

Adjournment: A motion to adjourn the meeting at 9:00 was made by Trustee T. Reuning and seconded by Trustee Gasdik. The motion carried

Respectfully submitted,
Anne Sobeck
Secretary