**Fort Hunter Free Library Board of Trustees**

**Monthly Board Meeting Minutes**

**October 11, 2021**

The regular monthly meeting of the Board of Trustees Fort Hunter Free Library was called to order at 6:31 pm by President Beverly Osborne. Members present were Barbara Lampkin, Sue Nacco, Beth Osborne, Beverly Osborne, Gordon Schaufelberg, Sue Summerfield, Kara Travis, Lynn Wendell.

**Meeting Called to Order at 6:31 pm**

**Secretary Report:**

Minutes had been emailed prior to the meeting.

Motion to approve: Barb. Second: Lynn. Motion Approved.

**Treasurer’s Report:**

Treasurer’s Report was emailed prior to the meeting. There was an error in the salaries, once corrected, it will be filed for audit.

**Old Business:**

Kara, Ava and Bev conducted a financial audit for the time frame of January 2021 through current month. Everything looked good, there were a couple of suggestions for Kara to make the audit easier next year.

Discussion on library expansion/move: Kara talked with Eric Mead of the Town regarding whether there is dampness and mold in the basement of the Town Office building. A damp/mold study has never been done, but he is willing to have one done, paid by the Town. Eric told Kara that the Town is going to try and have the old Town Hall become a revenue producing venue and the library might have less access to the Hall or facilities. Concerns with moving the library to the basement location of the Town Office building include needing more lights in the parking lot, having dry wall installed, installing a drop ceiling, and the flooring.

Motion to ask Eric to do the mold/dampness study: Sue S; Second, Gordie. Approved.

Holiday Basket Raffle will be start on 11/29, drawing on 12/17. Baskets need to be at the library by 11/22.

The capstone event for the grant the library received from Association for Small and Rural Libraries will be a Trunk or Treat being held in the Hill & Marks parking lot on Monday, October 25 from 4:30-6. Bev, Judi and Sue S. will represent the library.

**New Business:**

2022 Budget: Salary increase of $1 for both Judi & Letah. Judi will be at $17 an hour and Letah $16 an hour. Ashley will continue to receive minimum wage, which increases to $13.20 an hour January 1, 2022. Tina will remain at $14 an hour.

The proposed budget includes an increase in funding of $2,000 from the Fonda Fultonville Central School District taxpayers; a resolution to override the tax cap needs to be passed to request the increase.

Tax Override: Motion to request tax override made by Barb Lampkin and seconded by Lynn Wendell. Passed with more than sixty percent of the Board of Trustees, as required by state law.

*“Whereas the adoption of this 2022 budget for the Fort Hunter Free Library requires a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3‐c adopted in 2011; and*

*Whereas General Municipal Law Section 3‐c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it*

*Resolved, that the Board of Trustees of the Fort Hunter Free Library voted and approved to exceed the tax levy limit for 2022 by at least the sixty percent of the board of trustees as required by state law on October 11, 2021.”*

Motion to increase salaries of Judi & Letah by $1: Kara, Second, Sue N. Pass.

Motion to approve budget: Sue S., Second Barb; Pass.

Judi suggested an increase in pricing for copies. Going forward cost to patrons will be 20¢ single b&w, 25¢ double-sided b&w, 25¢ single color, 40¢ double-sided color.

Town of Florida Trunk or Treat will be held on 10/30/21 from 4:30pm – 6:30pm. Bev and Kara will attend for the library.

Library Sign in parking lot is peeling. Bev will find the contact information for Bob Niemitz to get repainted.

Changes to job descriptions were presented and approved. Language changed includes adding clarification as to what the Director’s duties are as they pertain to grants; and added janitorial service / general housekeeping to everyone’s job descriptions.

Reminder: Pie Day will be held in March.

The library is now signed up as an Amazon Smile charity.

Library Holiday dinner will be the 2nd Monday of December.

Board Book of the Month, picked by Beth: “Longest Evening of the Year” by Dean Koontz.

**Director’s Report:**

Emailed to the board

Sue N. made motion to adjourn the meeting.

Barb seconded.

Meeting closed at 7:21 pm.

Respectfully submitted,

Beth Osborne, Secretary