**Call to order:** 7:03pm

**Roll Call:** Ann Rogers Lane, Mary Jane Stoltz, Nick Cohen, Paytan Mann, Bob Green, Nikki Lund

Zoom attendees: Lisa Moore (has the ‘flu), Rebecca Keough (travel)

**Guests:** Chloe Quimby

**Absent:**

**Public Comment Time Allotment:** none

**Secretary’s Report:** Motion to approve October minutes made by MJ Stoltz, seconded by Nikki Lund, all approved.

**Director’s Report:** see attached

**Committee Reports**

**Finance Committee:** Mary Jane Stoltz

* Bloomfield money status – not submitted yet. Need to follow up – Ann and Paytan will get together to find person that they need to contact.
* Monthly Bill approval – to be done over the next few days.

**Grant Committee:** Rebecca Keough and Nicholas Cohen

* Grant Status:
  + Capacity Building Grant. Rochester Regional Library (RRLC) Agency. Deadline December 9, 2024. Need to replace 3 of the 5 computers as they are not upgradable. OWWL says they should be upgraded. Nick is preparing the grant. One is a circulation computer. There is no support for Windows 10 (the three non-upgradable computers).

Also regarding the possible purchase of Hot Spots and Kindles (see attached) for circulation to our patrons. Lisa suggested we ask the Town Supervisor how many places have connectivity problems. Bob said Egypt Valley is one such area. Bob also suggested we run a survey in the Town Hall and at the library to see the potential usage. Paytan and Nick to work on it. Library has to support the grant in some way – financially and other; perhaps staff to train users, etc.

Nick mentioned the importance of being able to choose font and brightness in a Kindle. People could download ebooks and audiobooks. The survey can also address the need for this.

* + Action and Innovation Grant, $3300-10,000. Disability Accessible. Preliminary access by October 18. We were not given permission to apply as our proposals will not be sustainable.
  + Arts and Culture Program, up to $99,000 for nonmatching grant for construction. Jan 14, 2025 deadline. We are not pursuing this grant.
  + Rebecca put together a grant for Historical Society collections and acquisitions to be digitized and it is hoped it will get approved.

**Operations Committee:** Ann Rogers Lane

* At last meeting Nick recommended creating a committee for looking into the purchase of a new larger shed (2-car garage). Discussion on hold. One current shed needs a roof. Or possibly consolidating current sheds into larger shed.
* Winter hours for Board meetings – MJ moved to change meetings for December-March to Tuesdays at 3:30pm. Nikki seconded. All agreed. Paytan to post public notice regarding this change.
* 2025 Bottle Schedule. Paytan to make a sign-up sheet for volunteers (trustees and patrons) to choose a month to take care of recycling, with maybe two volunteers in the summer months.
* Parking lot paving project
  + Bill received and to be paid.
  + Parking space and handicap lines – Ann is handling.
* Board Training – Trustees were reminded to complete their training requirements.
* Volunteer Shadow box.
  + Gene Mehlenbacher is very busy at the moment.
  + Names of other craftsmen – Doug Riker (Sandy’s husband) suggested by Bob. Rebecca suggested someone in Syracuse and asked for the dimensions.
* In Memoriam Book Program discussion
  + Lisa will send us information when feeling healthier.

**Fundraising Committeee:** Ann Rogers Lane

* Harmony Circle High Tea $440 including tips. MJ to check on tip to go to the library.
  + Thank you’s to be sent – Ann to let Nikki know who to write to.
* Wreath Sale Status – not enough sold to meet the minimum.

**Policy Committee:** Mary Jane Stoltz

* Procurement policy revision status still in progress.
* Five Year Plan Review updates in process per Lisa. Need to ensure we indicate that we are civics oriented, educational, and nonpartisan. Lisa will revise. Lisa has had requests for an event on How Government Works (possibly led by Bob Green, who seemed amenable). Chloe Quimby indicated this would be useful for Home Schoolers.

**Personnel Committee:** Ann Rogers Lane and Lisa Moore

* Mary Jane will be attending training and meeting tour with OWWL on November 13.
* Trustee In Service on November 18.
* Sexual Harassment training for staff (required) will be completed this year.
* Sexual Harassment training for Board members (required) status.
* New Board member candidates?

Chloe Quimby would like to join us. Various names came up and will be followed up on.

**Communication Committee:** Lisa Moore

* No update on the old Facebook page..
* Little Free Library at Bristol Mountain. Will be handed over to them on 18th. Lisa will collect some books to fill it.
* 2024 Report to the Community.
  + Printing / cost for future (1500/2000).
  + Ann and Paytan to meet and discuss on 20th at 4pm.

**New Business:**

**Adjourn**: 8:29pm

Next meeting December 10, 2024 at 3:30pm