

**Wolcott Public Library  
Board of Trustees Meeting**

**February 17, 2021**

**Board Members Present:** Bob Reed, Steve Monroe, Terry Van Fleet, Bobby-Jo Mendenhall, Deb Hodgson, Ginny Keenan, Director- Dottie Patt, Bookkeeper-Kristl Spalding

**Call to order** – The meeting was called to order at 6:32 pm by President, Bob Reed.

**Approval of Prior Meeting Minutes** – The January meeting minutes were reviewed and corrected as follows: under Financial report - school income tax money should read school tax money and spelling of Nazzoli corrected to Nozzoli.

**Treasurer's Report** –The financial report for January was reviewed and approved. More income than expected due to rebate from credit card. On target for everything else. Working on the annual report to submit to PLS in the next couple of weeks.

**Circulation report** - The circulation report for January was reviewed and approved.

**Library Manager Report:**

**Library communications** – To try and increase library use by patrons, a flyer was put in the Shopper, What your Library Can Do for You, and an article was put in the Lakeshore News, Our Community Reads. Bob recommended the flyer also be put up around town.

**Fine Free Library** – Dottie spoke about the Pioneer Library System Resolution on Monetary Library Fines and Fees as a Form of Social Inequity. Many PLS libraries as well as libraries across the country are not charging fines anymore to provide free and equal access for all people of their community. Motion made by Terry and seconded by Deb that the library do away with the fines on books and magazines. Motion carried.

**Clerical position** – Dottie has someone on standby that she will call in when needed rather than hire a part-time position at this time. The Board agreed with this plan.

**Summer Reading Program** – Dottie is planning the summer Reading program and due to COVID may do it outside in the library parking lot or will check into whether she could do the programs at the Wolcott park. The Board was in favor of this.

**Old Business**

**NYS Sexual Harassment Prevention Training** -Mandatory yearly requirement. Some of the Board members still need to do the training by watching the video at this website and discussing any questions at the next meeting.

<https://www.youtube.com/watch?v=sL7LwBsV9bM>

**American Dream Literacy Initiative Grant by American Library Association and Dollar General** – The library received notification that 80 libraries applied for this grant and only 16 were selected. Unfortunately, the Wolcott Public Library was not selected as one of the recipients.

**Reimbursement of COVID-19 expenses** – The library has been notified from PLS it is eligible to receive funding through the NY CARES Act and has been awarded \$ 1735.80. This money will reimburse the library for expenses September – December 2020, for hand sanitizer delivered 8/12 - \$39.98 and for the cost on 10/24/2020 for a sanitizer table for \$26.99.

The library can also use this money for the forecast expenses January – June 2021, for:

Hand sanitizer = \$80

Keyboard covers(4) = \$60

Sanitizing wipes = \$90

ChromeBooks at \$411.98 each

### **New Business**

**Pandemic Response Plan** – This new plan is required by NY state. It was drafted based on the template from the Pioneer Library System (PLS). The plan will be reviewed and voted on at the next meeting.

**Other** – none

**Date of next meeting** – The next **Board of Trustees meeting will be held on Wednesday, March 17, 2021** at 6:30 p.m.

Meeting was adjourned at 6:59 pm.

Respectfully submitted,  
Ginny Keenan, Board Secretary