

**Wolcott Public Library
Board of Trustees Meeting
October 20, 2021**

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

Excused: Terry Van Fleet

Call to order – The meeting was called to order at 6:31 pm.

Minutes of the last meeting – The September minutes were approved.

Treasurer's Report – Kristl presented the September financial reports. Month and year to date, the library is under budget. Kristl has included an estimate for budgeting purposes in the report. The only unusual expenses for September was the furnace maintenance and air conditioner.

Circulation report - The circulation reports for September were reviewed. They were pretty consistent from previous months. The library has some very faithful patrons.

Library Director Report:

Senator Helming Visit - Senator Helming came to visit at the library on September 22, 2021, and some people came in to speak with her.

Library maintenance – Dottie reported the bathroom tiles are not able to look clean because of the white background. Dottie is working on getting 3 different bids to replace them.

Minimum wage – Information provided to the Board that the Upstate NY minimum wage is increasing to \$13.20 from \$12.50 per hour for 2022. This will impact the library budget.

Yearly proposition increase – The Board decided to request a \$7,000 increase to meet rising expenses for 2022.

Chromebook and Hot Spot policy – The policy was distributed to be read and discussed further at the next meeting. Dottie to call the insurance company and see about covering the Chromebooks under the insurance policy.

Free Direct Access Plan from Pioneer Library System – Dottie presented the Free Direct Access Plan for all libraries from the Pioneer Library System. A motion was made to approve this by Bobby-Jo and seconded by Deb. Motion carried.

Old Business

Snow plowing – An ad was put in the paper asking for snow plowing quotes. One person came in to inquire about it but hasn't submitted a bid. Dottie has only received one quote from the person who has done it in the past. She will let him know to do the plowing again this year.

New Business

Draft Assigned Reserve Policy – A draft of a possible Assigned Reserve policy was reviewed and decided by those present that it was not needed at this time.

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

Meeting was adjourned at 7:05 pm.

Respectfully submitted,

Ginny Keenan