

Attendance: Katleen Dethier, Jessica Doktor, Julie Hengenius, Angela Knisley, Kristie Miller and Margaret Stevens
Others: Diana Reding, Library Director

1. *Call to Order:* Kristie called the meeting to order at 6:39 PM, followed by the Pledge of Allegiance.

2. *Adoption of Agenda:* Julie moved to approve the agenda; Margaret seconded and it carried with all in favor.

3. *Approval of the December 16, 2019 minutes:* Margaret moved to approve the minutes as corrected; Julie seconded the motion and it carried with all in favor.

4. *Period of Public Expression:* No one from the public attended.

5. *Correspondence:* None

a. NIOGA Trustee vacancy; There was a short discussion about possible candidates.

6. *Treasurer/Financial Officer's Report* (submitted under separate cover).

a. **Motion:** To approve the December, 2019 Treasurer's report. The motion was made by Julie and seconded by Jessica. It carried with all in favor.

b. Approval of bills. **Motion:** To approve the payment of bills for December, 2019. Julie made the motion and Jessica seconded it. It carried with all in favor.

c. Approval of transfer: **Motion:** To transfer \$10,000. from the Money Market account to the Checking account and \$10,000. from the Money market account to payroll. Julie made the motion and Jessica seconded it. It carried with all in favor.

7. *Director's Report:* (submitted separately): Diana's report included information about Hoopla pricing and usage; Building and Grounds update that included the Town of Pembroke filling a large pothole near the Library; Year End statistics for Library usage; new clerk began work on 1/24/2020.

8. *Committee Reports:*

a. Buildings and Grounds

- Main support joist quote: SJF Construction did not get back to Diana; Kristie will contact Breton Construction.

- Awning installation: Completed

- Cover for backflow: Completed

- Outdoor lighting quotes: The Board discussed levels/types of illumination for the building as well as how to proceed upon learning the Village will be providing street lights with LED lighting.

Motion #1: To install outdoor lighting on the front of the Library. Julie made the motion and it was seconded by Margaret. It carried with Margaret, Angela, Jessica, Julie and Kristie in favor and Katleen opposing the motion.

Motion #2: To hire Able Electric, LLC to install the outdoor lighting for the Library at an estimated cost of \$1,500. Angela made the motion and it was seconded by Julie. It carried with Angela, Julie, Kristie, Jessica and Margaret in favor and Katleen opposing the motion.

Motion #3: To hire Able Electric to install an additional light mounted on the North side of the building at the cost of \$250. Kristie made the motion which was seconded by Julie. It carried with Kristie, Julie, Angela and Margret in favor and Katleen and Jessica opposed to the motion.

Handicap Access: Discussion about the possibility of a Handicapped parking spot in front of the Library. Jessica will be able to represent us at a Village meeting by bringing up the matter during the period for public discussion.

Railing for back step: Discussed 3 possible people who could provide this service/quotes.

New Shed: Library will need a building permit to have a cement pad/floor installed.

b. Budget: None

c. Personnel: None

9. Old Business:

a. Pembroke Proposal: The Pembroke School District vote did not pass.

b. Legal consultation update for parking lot issues, and background checks: Diana read the law firms proposal for the initial consult which will cost \$300.

Motion: To move forward with the initial legal consultation of \$300. with Stephanie Cole Adams to discuss the Library's parking lot issue, and possible use of background checks. Margaret made the motion and it was seconded by Julie; it carried with all in favor.

10. New Business:

a. Trustee Resignation: This is a possibility. At present, Tony Kutter is recovering from an illness and will not always be able to attend Board meetings.

b. Book Sales at Farmer's Market: The Village of Pembroke is forming a Beautification Committee. The Library will look into the Friends of the Library participating in varied events.

c. Hawley visit: The Library is hosting WNYLRC annual district meeting and Assemblyman Hawley's visit on Jan. 31, 2020.

d. Pat's gift: Diana gave Pat the retirement gift from the Board.

11. Other Business: Chamber of Commerce/Town Tours -Katleen reported that the Chamber of Commerce is holding tours of various towns. The Village of Corfu is scheduled to be part of this program with the Tour being scheduled on a Thursday evening in June. The tour will focus on adults. Places being considered for the tour include M&T Bank, the Library, Buttercrumbs Bakery, Crosby's and the Pizza Pantry.

12. **Adjournment:** The meeting adjourned at 8:50 PM with a motion by Margaret and seconded by Julie. It passed with all in favor.

Next Board Meetings: February 24, 2020

Respectfully Submitted,

Angela Knisley, Secretary

