



**Your Home Public Library
Board of Trustees Meeting Minutes
September 14, 2021
YHPL Basement Meeting Room**

The meeting of the Board of Trustees was held in the Dining Room on Tuesday, September 14th, 2021. The meeting was presided over by Diane Bartlow, who called the meeting to order at 5:30 p.m.

Trustees present: Wendy Feal, David Gougen, Sarah Maximiek, Barbara Hill, Bob Reynolds, Diane Bartlow

Trustees absent: None

Also present: Ben Lainhart (Director)

Visitors: None

Approval of Minutes: Meeting minutes from July were motioned for approval by David Gougen and seconded by Wendy Feal. All approved.

Communication/ Correspondence: None.

Claims and Budget: There was a typo in this months budget report – the postage line includes the mailer cost. This will be fixed by next month. Barbara Hill moved to approve, Bob Reynolds seconded. Wendy Feal, David Gougen, Sarah Maximiek, Barbara Hill, Bob Reynolds, Diane Bartlow approved. None opposed.

Presidents Report: The Friends group gave Director Lainhart \$100 to give his staff gift certificates to Wegmans if staff goes above and beyond assisting patrons. The gift cards are for \$20 each. He has awarded one to a staff member already. The Board voted to award one gift card to Director Lainhart.

Library Directors Report: Sept is a slow month for programming; lots of take and make things. Staffing is a problem due to various issues – not COVID. Director Lainhart talked to the Bid company, ben is working on dates.

Summer programming – many of the outdoor events were cancelled due to weather. Participated in the Suicide Prevention Week kickoff

Committee Reports: None

Old Business: None

New Business: YHPL has to have in place a NY HERO ACT (<https://dol.ny.gov/ny-hero-act>) Infectious Disease Prevention Plan. David Gougen motioned to approve the plan. Diane Bartlow moved to accept; all approved.

Fine Free for all materials: We have not been charging since COVID, and yet we gotten more money from people just giving us money at their own will. The fines would still continue to accrue, and they could see that they owe it, but upon return it gets erased.

We would still charge for lost materials – 9 weeks not returned. It then goes to Unique Management; if they bring it back the majority of the fine will be waived. They would still be charged for postage or other fees.

Resolution: Diane Bartlow moved that the YHPL goes fine free for the entire collection effective September 15, 2021. All approved.

Paying PT staff for holidays: Good incentive to keep staff. It would be only for the holidays that they are scheduled for on that day. PT employees work set schedules. Vestal does this for some part time employees; BCPL does it as well.

The Board requested a mock payroll run to see how this will affect the budget and we will discuss this at the next meeting.

NYLA conference: early November in Syracuse, probably stay one night. It will come out of the travel line. Director Lainhart will attend.

Adjournment: David Gougen moved to adjourn the meeting of YHPL's Board of Trustees and was the motion was seconded by Barbara Hill. The meeting was unanimously adjourned at 6:23 pm. The next regular meeting of the Board of Trustees will be held on Tuesday, September 14, at 5:30 pm.

Board Minutes respectfully submitted by S. Maximiek