

00:01
just fyi i'm in the process of launching
00:03
out the youtube live stream
00:11
i'm gonna go shut a door
00:29
i'm trying to figure out how to get back
00:30
in i'm somehow
00:33
now if you're we can hear you so you're
00:35
here uh if you look down in the bottom
00:37
left
00:38
um do you see the stop video like
00:40
there's a mute button
00:41
well i think no i i am i can only see it
00:44
one person at a time now i was trying to
00:46
bring up my copy of the
00:49
um audit report so i did that
00:52
and i minimized things to get there but
00:55
now
00:55
for example i'm getting all these
00:57
commercials i'm getting whoever's
00:59
speaking i get their picture but i don't
01:00
see
01:01
anything else i wonder if to get back
01:03
out or something i don't
01:04
you might want to jump back out and jump
01:06
back in we've got okay i'll be right
01:07
back
01:24
once you're in there's no getting out i
01:27
can hear you and i can see the
01:29
single person speaking but let me see
01:31
what happens
01:52
do
02:17
huh leave and join maybe i'll do that
02:32
it should look different now charmaine
02:34
we can see i don't know if you can hear
02:35
us yet
03:07
uh jeff was the audit report under a
03:09
separate email
03:11
yes that should have come from sherry
03:14

right i
03:15
sent you a copy of the audit report but
03:18
tom is going to be making a presentation
03:19
which will probably be
03:21
a little easier to follow than actually
03:23
looking at the audit report
03:25
itself so if we want i will
03:28
um we're not quite started yet but i'm
03:30
going to start sharing my screen for the
03:32
audit report get ready to do that just
03:34
so we're prepared
03:41
make sure
03:58
okay
04:43
all right we uh are you all ready to get
04:45
going here you think
04:47
i think so well uh harvey can jump in
04:49
that's fine
04:50
but he's uh he's the only one who's not
04:52
here right now all right we'll give him
04:53
a couple minutes
04:55
um did you hear from him either way
04:58
i did not hear from him oh he's jumping
05:00
in i can see him coming on now great
05:01
okay awesome
05:04
great good evening good evening everyone
05:06
would call the
05:07
uh the monday november 9th 2020
05:10
board trustees meeting to order um
05:14
in the first order business would be
05:16
public participation jeff i don't know
05:17
if you have anything on the web
05:18
we have no public participation for the
05:20
evening okay then we'll go right into
05:22
the annual
05:23
financial audit presentation
05:26
okay everyone thank you very much uh
05:29
good evening to ever
05:30
to all so what we have here and jeff is

05:33
sharing his screen is we're
05:35
we've been using this as a presentation
05:37
format this year
05:39
to try to consolidate the audit
05:41
deliverables to make the presentation a
05:43
little bit more efficient and
05:44
a little bit more focused so the audit
05:47
deliverables
05:48
actually include um the audited
05:51
financial statements
05:52
uh what we call a communication to those
05:55
charged with governance which would be
05:56
this
05:57
this committee here and then also a
06:00
management letter so those are the three
06:01
audit deliverables they've all been
06:03
consolidated into this presentation
06:05
document
06:06
so jeff i'm going to move to the next
06:08
page
06:10
and here's what we'll we'll talk about
06:12
and this is open
06:14
so if you have questions feel free to
06:16
ask as i go through
06:18
uh if not you know at the very end i'll
06:20
you know we'll we'll see if anyone has
06:22
questions at that time as well
06:24
but we'll talk about first the required
06:26
communication to those charged with
06:28
governance
06:28
then we'll talk about the audit report
06:31
we also
06:32
issue a report on internal control
06:35
we'll talk about the financial
06:37
statements and highlight some of the key
06:38
elements
06:40
also the financial statement footnotes
06:42

some of the key or new disclosures this
06:44
year
06:46
and lastly we had one management letter
06:48
comment recommendation and we'll talk
06:49
about that
06:50
so we'll flip to the next page
06:55
so this is uh what the required
06:58
communication or what we refer to as an
07:00
auc 260 letter
07:02
and included in this letter is all the
07:05
items that
07:06
our standards say we are required to
07:08
communicate to this to this board
07:11
so the first point management's
07:14
responsible for the selection and use
07:16
of appropriate accounting policies those
07:18
policies are described in full in note
07:20
one to the financial statements
07:23
during 1920 no new accounting policies
07:26
were adopted
07:27
and the application of existing policies
07:30
was not changed
07:33
now the financial statements include
07:35
estimates right everything is not an
07:37
exact science
07:39
the estimates are an integral part of
07:41
the financial statements
07:42
and the most sensitive estimates are in
07:44
this four of them
07:46
the depreciable lies of property and
07:48
equipment
07:50
our estimate and our calculation of the
07:52
accrual for compensated absences
07:56
and the third and fourth items are very
07:59
similar
08:00
uh there's an actuarial calculation that
08:03
we rely on
08:04
in order to determine uh financial

08:07
statement amounts
08:08
for both oped or other post-employment
08:12
benefits that's the third bullet and the
08:14
last bullet
08:15
is the net pension asset or liability
08:19
related to our ers
08:24
pension system through the state
08:28
we had no uh difficulties encountered in
08:31
performing the audit
08:35
next slide
08:41
uh as part of the audit uh we did have
08:43
adjustments
08:44
um all adjustments that were found
08:48
uh were recorded as i said management
08:51
corrected
08:52
all the mistakes all such misstatements
08:55
we did not have any unrecorded or past
08:57
adjustments
09:00
we did not have any disagreements with
09:02
management during the course of the
09:03
audit in the application of our audit
09:06
procedures
09:08
after this meeting what happens next the
09:11
board will vote to approve the financial
09:13
statements
09:13
once that happens we're permitted to
09:15
date the financial state
09:16
the the audit report and then there'll
09:19
be a management representation letter
09:21
with the same date
09:22
that we'll send out it's required to be
09:24
signed uh
09:25
by by jeff by sherry and uh
09:29
by tanya and that letter once we get
09:31
that letter back we're permitted to
09:33
release the final reports
09:39
so jeff if i'm going to advance to the
09:41

next slide
09:46
let's talk about the report on the
09:47
financial statement of the audited
09:49
report what it basically says
09:51
is we've audited the financial
09:52
statements of the library
09:56
that it's management's responsibility
09:57
for the preparation and the fair
09:59
presentation of the financial statement
10:01
so
10:01
that's key i think a lot of times people
10:04
lose sight of the fact because they see
10:06
the final product and it's enclosed in a
10:08
cover that says marvin and company
10:10
that somehow that they're our financial
10:13
statements their
10:14
library's financial statements yes we
10:17
assisted in the preparation of those
10:19
financial statements
10:20
but the library still has responsibility
10:23
for the financial statements
10:25
as if they drafted those statements and
10:27
those notes themselves
10:30
the library is also responsible for the
10:32
design and
10:33
implementation and maintenance of
10:35
internal control
10:37
so then what's our responsibility once
10:40
management's done this
10:41
our responsibility is to express an
10:43
opinion
10:44
on those financial statements based on
10:46
our based on our audit
10:49
because the library is a governmental
10:51
entity we're also required to conduct
10:54
the audit in accordance with government
10:55
auditing standards
10:59
our procedures are designed to obtain

11:01
evidence about the amounts and the
11:03
disclosures in the financial statements
11:07
we consider internal control uh for the
11:10
purpose of designing our order
11:12
procedures
11:13
but we're we are not expressing an
11:15
opinion on the library system of
11:17
internal control
11:19
and then lastly it's our job to evaluate
11:22
the accounting policies that are used by
11:24
the library
11:25
and any estimates that are included in
11:27
the financial statements
11:29
as a result of our audit we issued an
11:32
unmodified opinion
11:34
and what that means in layman's terms is
11:36
based on the results of our audit
11:38
we have no reservations about the
11:40
fairness of the numbers that follow in
11:42
the financial statements
11:45
and then lastly uh also included in the
11:48
financial reporting packages what's
11:50
referred to as required supplementary
11:52
information
11:53
uh there's three schedules that are
11:55
included we'll look at those
11:57
in a little bit that's required by
12:00
government auditing standards and we do
12:03
not express an opinion on that
12:04
supplemental information
12:06
but as part of the audit we do evaluate
12:08
the information for consistency to the
12:10
basic financial statements
12:16
turn to the next slide
12:20
there is a second order second auditor's
12:22
report that's included
12:24
in the reporting package
12:27

and this is required by government
12:29
auditing standards
12:30
it deals with internal control over
12:32
financial reporting and as we've
12:34
mentioned
12:35
we do consider the library's controls to
12:38
determine our audit procedures
12:40
but we are not expressing an opinion on
12:42
the effectiveness of those controls
12:48
and then based on our considerations and
12:50
our audit procedures
12:52
we did not identify any deficiencies in
12:55
internal control that we consider to be
12:57
a material weakness
12:58
that doesn't mean that there may not be
13:01
a material
13:02
there may however material weaknesses
13:04
could exist that we didn't identify
13:06
remember as an audit uh we're applying
13:08
judgment and materiality so we do not
13:11
look at
13:11
every single transaction
13:16
what's not said here is their their
13:19
material weakness is the worst type of
13:21
finding an auditor can have if
13:23
so we obviously we said we did not find
13:25
any material weaknesses
13:27
we also did not report any significant
13:29
deficiencies
13:31
okay that's the next level down and then
13:33
the
13:34
then the lowest level of finding is
13:36
what's called a regular control
13:38
deficiency or a management letter
13:40
comment
13:40
we had one and we'll talk about that at
13:42
the very end of the presentation
13:48
any ques uh next slide jeff

13:51
before we get into the financial
13:53
statements a little bit does anyone have
13:55
questions or concerns
14:00
okay so this
14:03
this remember with the library we
14:05
actually have two sets of financial
14:07
statements
14:08
we have the uh library-wide
14:12
financial statements which are which
14:15
essentially are
14:16
if we were to try to compare ourselves
14:18
to a for-profit entity
14:20
uh or another entity that does not use
14:22
fund accounting
14:23
we would use these financial statements
14:27
to make that comparison so if we look
14:29
here
14:30
our statement of net position uh this is
14:33
essentially
14:33
the equivalent of a balance sheet and
14:36
our total assets
14:37
and deferred outflows which is a type of
14:39
asset for just over 8 million
14:42
as of June 30th 2020
14:45
and the two most significant assets that
14:47
we have are cash
14:49
and our capital assets are our fixed
14:51
assets net of depreciation
14:56
next slide is this is the other half of
15:00
the balance sheet or the statement of
15:02
net position
15:03
shows our liabilities
15:07
and deferred inflows which is the type
15:09
of liability
15:10
and as we can see our most our total
15:13
liabilities are just under five million
15:16
dollars
15:17

and the most significant opponent
15:18
components of that total
15:21
are based on an act of two different
15:23
actuarial valuations
15:25
one is the net pension liability the ers
15:27
which is just
15:28
over two million dollars and the other
15:31
is the
15:32
estimated liability to fund our other
15:34
post-employment benefits
15:36
which is just under 2.5 million dollars
15:43
next slide and this is the the last
15:46
piece of the statement and net position
15:47
or balance sheet if you will
15:51
we mentioned two slides previous that
15:53
our total assets were about
15:55
uh were eight million dollars
15:59
that our total liabilities were just
16:02
under five million dollars
16:03
so our net position or the residual
16:06
value of the library for lack of a
16:08
better term
16:09
is just over three million dollars the
16:11
difference between our assets and our
16:12
liabilities
16:18
next slide again library wide
16:22
this shows uh our revenue and expenses
16:26
the top part is actually our expenses
16:29
reduced by programmatic revenues the
16:32
middle section
16:33
shows our our general revenue items
16:36
real property taxes being the most
16:38
significant piece
16:40
and for the year we actually we did have
16:42
a
16:43
negative change in net position of 438
16:47
000 we're going to look at this on the
16:50
fund financial statements

16:51
in a little bit because i think from the
16:53
library's perspective
16:56
you guys will use the fund financial
16:58
statements
16:59
more than you actually use the library
17:01
wide version
17:06
so if we turn to the next slide we get
17:10
into the balance sheet
17:11
of the governmental funds of which we
17:13
have two our general fund
17:15
and our capital projects fund
17:19
and here we can see we're very strong in
17:21
our general fund we have total assets of
17:23
almost 3.5 million
17:25
comprised almost uh 100
17:28
of cash we have liabilities of 174
17:32
000 leaving us with a fund balance
17:36
of 3.3 million in our
17:39
in the general fund you can see our
17:41
activity in the capital projects fund
17:43
uh at year end consisted of just a grant
17:46
receivable which i believe
17:48
was collected subsequently
17:57
next slide
18:02
this is just in case anybody wants to
18:04
take a look we are required to show
18:06
a reconciliation between
18:10
the net the net position
18:14
or fund balance in the governmental
18:16
funds
18:17
to the net position in the library in
18:20
in the library wide so you know why are
18:23
those amounts different
18:24
and there are various items that are
18:26
included or not included
18:28
in the library-wide financial statements
18:31
as compared to the the governmental
18:34

funds
18:35
and you can see that the most
18:37
significant items are what we've talked
18:39
about a little already capital assets
18:42
recorded on the library wide not
18:44
recorded in the funds
18:48
open same thing recorded in the library
18:51
wide
18:52
but not recorded in the funds and then
18:54
the related activity
18:56
with the deferred outflows and the
18:57
deferred inflows related to those items
19:00
also not recorded in the funds
19:07
if we advance to the next slide page
19:10
page 13
19:12
here are the here's the fund income
19:14
statement
19:16
which shows our revenue and expenses by
19:19
fund we'll concentrate just on the
19:21
general fund for this purpose
19:23
that we see we had revenue of 4.3
19:25
million
19:27
again real property taxes to no surprise
19:29
is a significant component
19:32
we had just under 4 million in total
19:34
expenditures
19:36
so from that basis we actually had a
19:39
profit in the general fund of 374
19:42
000. we mentioned earlier that we had
19:45
a loss on the library wide of in the 400
19:49
000 range but in the fun financial
19:53
statements
19:54
and we'll advance to the next page
20:00
we actually generate we generated you
20:03
know positive income for the year
20:05
and after we consider other sources and
20:08
uses which is essentially our operating
20:10
transfers

20:11
in the general fund it's a positive six
20:14
hundred and eleven thousand
20:15
overall for the governmental funds we
20:18
have a positive 333
20:20
000.
20:25
and then on the next slide similarly to
20:27
how we do
20:28
for the balance sheet for the income
20:32
statements
20:33
we do a reconciliation that compares the
20:35
change in fund balance from the
20:37
governmental funds
20:38
which were 333 000 to the good
20:41
how does that reconcile to the change in
20:44
that position
20:45
on the library activities as a whole
20:47
which were negative 438 000
20:51
and we list those five or six items
20:53
there and the most significant being
20:56
again in uh related to depreciation
20:59
which is related to the capital assets
21:02
other post-employment benefits
21:04
and our pension expense so the most of
21:07
the change in most of the variation
21:09
between the two sets of financial
21:11
statements is
21:12
due to the actuarial valuations and
21:15
pension
21:16
and then our capital assets
21:23
we advance to the next slide we'll talk
21:26
about
21:26
just a couple of footnotes we'll
21:28
highlight one our
21:30
tax abatement footnote note 9.
21:36
but during 2000 our fiscal year 2020 we
21:39
did have a pilot
21:41
uh received of 205 000
21:44

and an amount of tax abated of just
21:46
under under
21:47
110.
21:54
advancing to the next slide is a new
21:56
footnote this year
21:58
it's a contingency disclosure for covert
22:01
19.
22:03
so since our year is june 30th
22:06
and the covert hit with the pause
22:10
in about mid-march
22:13
for us covert becomes a contingency
22:18
because we're it's or an uncertainty
22:20
we're not sure what the ultimate outcome
22:22
is going to be on the library operations
22:25
so you know i know back when we did
22:27
field work at that time uh
22:30
jeff allowed us to come on site in order
22:32
to do the in order to do the audit
22:34
but i know at that time i don't believe
22:37
the library was
22:38
uh allowing patrons to come inside the
22:42
library we had other mechanisms set up
22:44
so they could use
22:45
library facilities i'm not sure if now
22:49
if anything has changed if we are
22:51
allowing patrons into the library but
22:54
proven 19 it could you know we what
22:57
what is the impact into the future will
23:00
it affect any
23:01
anything with real property taxes will
23:03
it affect our access to grants
23:05
and funding from federal state and local
23:07
governments
23:08
so we just disclosed that the pandemic
23:12
is out there
23:13
and that it continues to involve at the
23:15
date of the financial statements
23:17
and it's it's it's just a contingency

23:20
and you'll see a similar disclosure
23:22
in just about every single entity's
23:24
financial statement that has an audit
23:26
during this time frame
23:31
advancing to the next slide we have a
23:35
in these this is the required
23:37
supplementary information
23:39
so we have a schedule of revenues and
23:41
expenses
23:42
uh and changes in fund balance compared
23:45
to budget
23:47
so if we look at the top half which is
23:49
the revenue side
23:50
we had actual revenues of 4.3 million
23:54
our final amended budget was uh ju
23:57
was also 4.3 million but when we compare
24:01
the
24:01
right down to the to the last dollar we
24:04
had a
24:05
favorable variance in which our actual
24:07
revenues of 4.372
24:10
were slightly higher by 26 000 than our
24:14
final amended budget credits
24:19
with expenditures which appears in the
24:21
middle of the page
24:24
our final amended budget was just under
24:26
4.5 million
24:28
our actual expenditures uh were
24:32
including encumbrances were just over 4
24:35
million
24:36
for an end result of a pot of a
24:38
favorable variance
24:40
in which our expenditures and
24:41
encumbrances were less than
24:43
our final amended budget by 348
24:46
000
24:53
i guess i'm a little bit i think i know
24:55

the answer to this but when i look in
24:57
the second column
24:58
and we talk about final amended budget
25:00
as opposed to original budget
25:03
is that um encumbrances carried over
25:06
from the previous fiscal year is that
25:07
what that
25:08
reflects correct so there
25:11
and you know i i i can check back in the
25:14
word papers but i believe
25:16
that that is sometimes there are other
25:19
components other than
25:20
than prior years and conferences but i
25:22
believe for the library that was the
25:24
only item
25:26
okay
25:29
thank you okay
25:35
now the next two pages i won't spend a
25:37
lot of time on if we advance to page
25:39
19 the second schedule that's required
25:44
supplementary information are the
25:46
changes in our total op liability
25:48
so again this is something that's
25:50
recorded just on the library wide
25:52
financial statements
25:54
so we can see we started the year out
25:57
with
25:57
uh at july 1 2019
26:00
uh the opeb liability was 2.1 million
26:04
at the end of the year at june 30th 2020
26:07
it was just over 2.4 million for an
26:10
increase during the year of 273 000
26:14
and then we stand we list in the in the
26:17
first several lines the components of
26:19
that change
26:27
and then advancing the page uh
26:31
again our last piece of required
26:33
supplementary information

26:35
deals with our proportionate share of
26:36
our net pension liability
26:38
and this again as we've said is based on
26:41
an actuarial calculation
26:43
uh that's audited by kpmg
26:47
and we we rely on those on those reports
26:51
of the information that is included in
26:53
this schedule
27:02
and then the last item if we advance the
27:04
page
27:09
what is causing the huge swings from
27:11
year to year
27:12
invention liability
27:15
so that's it
27:18
so you and now you're looking so you're
27:22
looking probably at the
27:23
at the percentages we're in the
27:24
proportion of share of the net pension
27:26
liability
27:32
again there are a number of factors
27:36
that you know again this is based on an
27:38
actuarial calculation so
27:40
whatever discount rate is being used uh
27:43
by the actuary could
27:44
can impact uh the calculation um
27:52
you know uh similarly um
27:55
you know your your covered payroll is is
27:58
fail
27:58
is fairly consistent but
28:03
you know and what i can do is after i
28:05
can go back in
28:07
and you know if we look in the actual
28:09
financial statements but i can send out
28:11
an email that kind of describes
28:13
describes what exactly goes into this
28:16
actually without uh
28:18
calculation and next year you could see
28:22

that
28:22
that that that amount dropping
28:24
significantly so
28:26
it's you know it's very it's difficult i
28:28
know this isn't a good answer but it's
28:30
very difficult
28:31
to really come up with a specific reason
28:33
as to why when we
28:35
when we're dealing with uh an actuarial
28:37
calculation
28:38
you know what is the reason for the
28:40
significant swing
28:41
again it could be market performance it
28:43
could be the discount rate
28:45
uh it could be the assumptions that they
28:48
use
28:48
um and those change from year to year to
28:52
year
28:54
can i just say i used to
28:58
audio on i guess um um
29:01
from the school district that that was
29:02
the case they were i i don't know
29:04
exactly off the top of my head which
29:06
indicators they were but they it was set
29:08
um or estimated from year to year based
29:10
on a number of economic
29:12
indicators and in the actual notes to
29:17
the financial statements
29:18
if we if you look at the pension note
29:21
and it goes on for pages
29:23
uh and yes i will warn you now it is the
29:25
cure for insomnia
29:27
but if you read through that it really
29:29
lists out all the actuarial assumptions
29:32
uh where we where the actuary determined
29:35
the rates from what resources they used
29:37
in order to determine the calculation
29:40
this is really just a synopsis of of

29:43
that amount
29:44
but the amount that's there is reported
29:47
to us
29:48
on a letter from ers
29:51
that's then supported by the audit
29:54
report of kpmg people
30:00
okay yeah i'd appreciate a follow-up on
30:02
that item just the 2019-2020
30:05
delta for the proportionate share of net
30:07
pension liability
30:08
is significant so
30:13
and then lastly uh on page 20 on page 21
30:17
here is our loan management letter
30:18
comment and as i said this is
30:20
not a material weakness it's not a
30:23
significant deficiency
30:25
we did find uh when we were test
30:28
calculating
30:29
the accrual for compensated absences
30:32
that it did not include fica
30:35
and if in order to comply with gatsby 16
30:38
uh that fica that uh that fica
30:42
calculation needs to be included in the
30:44
in the accrual
30:45
and then additionally uh the estimated
30:48
liability that we were using
30:50
was calculated based on total hours
30:52
available
30:54
and didn't consider the maximum amount
30:56
that was allowable to be paid out for
30:58
the contract
31:00
so these actually offset one another i
31:02
believe and on the one
31:04
hand uh by not having the fica in the
31:06
lot
31:07
in the liability our liability was
31:09
understated
31:10

by using uh by using the total hours as
31:14
opposed to the max allowable
31:17
our our liability was
31:21
overstated we did correct this as we
31:24
mentioned earlier we did not pass on
31:26
this adjustment we did book this so you
31:28
so the financial statements and also the
31:31
library's internal records are now
31:33
correct
31:34
we are recommending going forward that
31:37
we
31:37
that when we do this calculation that we
31:39
consider both
31:40
uh the fica component and that we also
31:43
make sure that the
31:44
hours that we're using are limited to
31:47
the maximum amount
31:49
that's listed in the eligible
31:51
participants contract
31:59
and that was it that is that is all i
32:01
that's all i had
32:02
um can i answer any questions or any
32:05
other concerns that
32:07
you might have
32:15
i i had a question and i'm not going to
32:17
leave i i had kind of highlighted a few
32:19
pieces of the actual report but i don't
32:21
want to leave january to finally because
32:22
i
32:23
the last time i tried that i got kicked
32:24
out of the meeting there was a
32:26
piece about the debt service on the
32:29
building
32:31
um with the buildings owned by the
32:32
school district i believe
32:34
and i it said something about the either
32:35
the debt insurance debt service
32:37
is zero now is that correct does that is

32:40
this ringing a bell for you
32:42
it is so i was actually going to try to
32:44
pull up
32:47
the report
32:50
bear with me
33:08
maybe i can find my copy now charlie was
33:10
it a footnote or a chart that you would
33:12
do you think it was inten it was a
33:15
footnote to some text on a page
33:17
and i might now that i think now that
33:19
the powerpoint's off i might be able to
33:21
find my copy of it
33:30
i'm going to click on something and
33:31
hopefully so i think
33:35
yeah so where i think you were looking
33:37
if we're looking at the actual report
33:40
if you're looking at it in a pdf it's
33:42
page 24 of the pdf
33:44
or or page 22 of the
33:47
of the actual report and that's where we
33:50
have
33:50
a schedule that takes the our capital
33:54
assets from the beginning of the year to
33:55
the end of the year and there is a
33:57
paragraph there
33:58
uh that reads the building uh
34:02
occupied by the library is owned by
34:04
bethlehem central school district
34:06
because the library was obligated to
34:08
make payments on the debt issuance
34:10
that's it okay and as of june 30th all
34:13
previous debt obligations related to the
34:15
library has
34:16
have been fulfilled so that is correct
34:18
okay
34:21
so that does bring up you know something
34:24
that
34:24

maybe you've thought about in the past
34:28
or
34:29
something to consider for the for the
34:31
future so
34:32
we actually have an asset here that's
34:34
recorded on two entities books
34:37
right so the building's on our books the
34:40
library and it's also on the school
34:41
district books
34:43
so i know i have one other library
34:46
client and i know a few of my partners
34:48
have
34:48
library clients that do not have the
34:51
building recorded on their books
34:53
they disclose that it's recorded on the
34:56
school district's books because i
34:58
believe the school district actually has
35:01
the legal title to the building
35:05
so the question is
35:08
i think you know the reason why this
35:10
disclosure is in here
35:12
is so that nobody comes back at us and
35:14
says
35:15
hey you've got a building on your books
35:17
that you don't have title to
35:19
we're telling them we know that in the
35:22
in the notes to the financial statements
35:24
if that was something going down the
35:26
road say next year the year that year
35:28
after you thought well maybe this is the
35:30
time maybe we should take the building
35:32
off
35:32
the library's books we can do that but
35:36
essentially what that is would be a
35:37
prior period adjustment because you're
35:39
actually
35:41
you're actually adjusting the opening
35:43
net position or

35:44
or of the library it wouldn't it
35:46
wouldn't be affecting the current period
35:48
we'd actually be restating
35:50
your opening net position amounts so i
35:52
think that's probably
35:54
why the library has not elected to do
35:57
that
35:58
because you know that prior period
35:59
adjustment is
36:01
it looks a little out of the ordinary
36:02
not that it's all this would be an easy
36:04
one to do
36:06
but it's just a difference from the norm
36:08
or difference from the standard report
36:10
so just something to think about
36:11
you know are you comfortable with the
36:13
way it is or do you want to make that
36:15
adjustment in the future
36:17
and tom just think about it i i have to
36:20
say i i don't see any advantage to the
36:22
library
36:23
to pursuing that i i think the way we
36:25
exist
36:27
and it is very unique i understand that
36:30
but
36:31
the library through our revenue has paid
36:33
for the building
36:34
albeit with debt service but the debt
36:36
service has paid off so
36:38
i would not see a reason to separate it
36:40
to to
36:41
eliminate it yeah and and as long as
36:44
and if that's the consensus of the board
36:46
i personally i don't have an issue
36:48
with that i'm just you know just letting
36:50
you know there are a lot you know
36:52
there are libraries that handle it
36:53

different and they're libraries that are
36:55
doing the exact same thing that you're
36:56
doing because
36:57
almost all libraries are in the same you
36:59
know same position as bethlehem with
37:01
this
37:02
so depending upon who it is some people
37:04
have
37:05
done exactly what you do and make the
37:07
disclosure and others have to have taken
37:09
it off
37:10
and mary i tend to agree with you i mean
37:12
we go through the exercise does the
37:14
library get any benefit from doing that
37:17
probably not you know it's kind of an
37:18
exercise in
37:20
in in pushing numbers around so you know
37:23
i
37:23
have no problem if you if you stay as is
37:26
with no
37:26
change i mean i raised it not for the
37:29
board to
37:29
discuss make a decision i just wanted to
37:30
make sure i was i it's something that
37:32
stuck out for me and i wanted to
37:34
clear um ask about i i also had a
37:38
question about the fund balance and the
37:40
in
37:41
their retirement system but i don't know
37:43
if folks want to talk more about the um
37:46
the building or that aspect of other
37:48
folks have other questions
37:54
no so this may be a naive question but
37:58
so so there's a um there's money added
38:01
to the fund balance at the end of this
38:04
budget cycle and um
38:09
can that ever can fund balance amounts
38:11
ever be

38:12
added to uh retirement
38:15
the ers funds
38:19
no so where where specifically charmaine
38:22
are you
38:22
are you looking here uh well there's a
38:26
333
38:28
thousand i don't have a page number so
38:30
it's more of a general question so any
38:32
fund balancing amount so let's say this
38:34
unrestricted fund balance
38:36
so you're back in the statements i
38:38
suppose
38:39
um but it's a it's more of a general
38:42
question so even
38:43
without the numbers if there is money in
38:46
a
38:47
unrestricted fund balance the general
38:48
question is can that be
38:50
applied to and i saw some people shaking
38:53
their heads no
38:54
um into uh employer trying
38:58
health insurance for employees it sounds
39:00
like it is not it is a
39:01
no and though okay yeah and you're not
39:04
essentially
39:05
the you know the the liability
39:10
winds up get getting recorded in the
39:12
library-wide financial statements
39:15
and not in the governmental funds
39:20
and the law basically says you're not
39:22
allowed to fund it
39:23
okay god that's that was my general
39:24
question yeah thank you
39:27
and i think that's why a lot of you know
39:29
a lot of libraries and school districts
39:30
are the same way
39:32
you know they they understand the
39:34

library wide or the district-wide
39:36
financial statements but they're really
39:38
paying attention to the governmental
39:40
uh the fund financial statements because
39:43
the fund financial statements aren't
39:45
muddled if you will by
39:47
the capital assets and the oped and the
39:50
pension
39:51
got it thank you
39:54
i guess since this is a public meeting
39:57
and anyone in the public may be hearing
39:58
this question and not fully understand
40:00
some of the things that we do
40:02
i think it's important to mention at
40:03
this point that all although we call
40:05
that an
40:06
unrestricted fund balance a material
40:09
portion of that
40:10
is um used on an
40:13
annual basis to cover our operations
40:17
from june 30th until september when we
40:20
start seeing tax revenue
40:21
so it's not like it's completely un you
40:24
know it's not completely free to be used
40:26
for anything there
40:27
there are purposes for that so it's just
40:30
a clarification
40:33
that's a good point thanks can i and
40:37
and i apologize i i didn't see who asked
40:40
the question about the
40:41
the pension uh liability in the swings
40:46
it was harmy how many did i think there
40:48
is i don't know if you can share
40:50
uh so in the actual draft of the
40:53
financial statements and
40:54
here's where i want to and maybe i can
40:58
show you i didn't know if he had this to
41:00
look at it

41:01
um so on page 28 of the pdf which is
41:05
page 26
41:07
of the of the financial statements
41:10
it's kind of is where with the pension
41:13
it's we're in the middle of the pension
41:14
note
41:15
down towards the bottom of the page um
41:20
it talks about the discount rate and
41:23
then
41:23
the very last paragraph it talks about
41:25
the sensitive sensitivity
41:27
of the proportionate share of the net
41:29
pension liability
41:30
or asset to the discount rate assumption
41:33
so the
41:34
the discount rate that was used by the
41:37
actuary to calculate our proportionate
41:40
share
41:41
was 6.8 percent and that
41:45
that calculated out to a proportionate
41:47
share
41:49
liability of just under 2.1 million
41:52
dollars
41:54
what this schedule shows is what happens
41:56
if we
41:57
increased that discount rate by one
42:00
percent
42:02
up to 7.8 the liability drops to 478
42:07
000 all the way down from 2.1 million
42:12
what happens if we go the other way what
42:14
happens if we decrease
42:17
the discount rate by a percent from 6.8
42:20
to 5.8
42:21
well now that net pension liability
42:25
goes from 2.1 million it increases to
42:28
almost 3.8 million
42:30
so that shows right there how just a
42:34

simple
42:35
small change in the discount rate
42:38
assumption
42:40
can significantly impact the value that
42:43
that's disclosed and recorded so back in
42:46
you know back in that schedule that
42:48
we were looking at in the in the
42:50
synopsis
42:53
i think the liability went from five
42:55
hundred thirty
42:56
six thousand in 2008 to 2019
42:59
all the way up to this to almost 2.1
43:02
million
43:04
in 2020 and it's a it's a 100
43:07
explained just by the discount rate
43:11
that's being used by the actuary
43:24
okay
43:26
we have any other questions concerns
43:31
i have a question based on what mary
43:33
said and i i might just need time to
43:35
kind of process this but
43:36
if you if you use the fund balance
43:40
to cover expense the library expenses
43:44
from june until september when tax
43:46
revenue is coming through is that
43:47
because of the budgetary the site the
43:50
the calendar of the budgetary cycle
43:53
that's what i assumed it was
43:54
yes that's correct okay the budget
43:56
starts on july 1
43:58
and then the tax money is received in
43:59
september through october
44:01
that's what i thought okay i just want
44:02
to clarify that thank you
44:08
anyone else
44:13
i think we're good hey mark
44:17
well before before i go i just want to
44:19
say thank you very much uh to

44:22
jeff and to tonya uh
44:25
this is our second year as uh as your as
44:28
your audit firm
44:29
i mean the audit went very very well
44:31
this year uh you know especially second
44:33
year through
44:34
uh you know didn't have to worry about
44:35
predecessor auditors and
44:37
familiarizing ourselves with with the
44:39
operations
44:40
uh i appreciate i appreciated jeff
44:43
allowing us to come on site
44:45
i want to thank you for you know for all
44:46
the effort and let's face it an audit
44:48
is just a a disruption to the normal
44:51
functioning
44:52
functionings of the library i mean
44:54
typically you know
44:56
we ask a lot of questions we ask for a
44:57
lot of documentation
44:59
uh tanya doesn't get much else done you
45:01
know during that field work time
45:04
and she actually has her own work to do
45:05
and she finds time for us
45:07
so i i appreciate that i think she does
45:10
a very good job
45:12
uh as as we said we had the one one
45:14
little finding
45:15
and uh you know this is a this is a
45:17
clean audit and even
45:19
even in this covenant environment we you
45:21
guys are done right on time just like
45:22
you normally would expect to be
45:24
i have other clients that the code would
45:26
just set them back
45:27
and you know we're getting into them
45:29
late so uh congratulations on a job well
45:32

done
45:33
uh again i thank uh thank everyone for
45:35
your participation tonight and if
45:37
there's any questions or concerns please
45:38
don't hesitate to reach out to me
45:41
uh so i'll wait to hear if tanya or jeff
45:44
if you shoot me an email give me a call
45:46
let me know
45:46
if it's if it's been approved and then
45:49
i'll get the representation letter out
45:51
for you guys to sign and we'll get the
45:52
the wrap up process
45:54
and we'll get everything done and taken
45:56
care of and delivered
45:58
okay so i'll we'll get in touch probably
46:00
this week
46:01
all right sounds good thank you very
46:02
much everyone enjoy the rest of your
46:03
night
46:04
thanks tom tom okay take care
46:12
so you probably want to talk about the
46:14
whether we want to fix this audit
46:16
next
46:19
so i don't anyone have any further
46:21
questions concerns or anything related
46:22
to the documents
46:26
i may have some questions not questions
46:28
just some things that i want to discuss
46:29
with sherry
46:30
later at some point just for my own
46:33
understanding but
46:34
i think that the statements are fine for
46:36
us to go ahead and approve the way they
46:38
are
46:39
okay okay so i want to make a motion
46:43
it's a move second
46:49
okay great any discussion on the motion
46:53
get all those in favor please signify by

46:55
raising your hand
46:58
any opponent abstentions
47:01
okay motion carries so great
47:05
thank you for that so uh you want to go
47:07
to the
47:08
previous previous minutes on page uh
47:12
two through seven people can take a
47:14
couple of minutes and take
47:16
a quick look at those
47:23
when you're ready i'll take a motion on
47:24
those as well
47:40
i have um a question and
47:43
for kristen and i'm sorry um
47:46
on the upper hudson library report what
47:49
is it that
47:50
lisa said oh
47:54
let me let me pull that up it was just a
47:56
weird grammar thing
47:59
and
48:02
sorry hold on
48:12
so what she said is the their board
48:14
split some of the additional
48:16
construction grant money from the other
48:18
systems
48:18
that didn't use them so maybe that's the
48:22
phrase that needs to be there it was the
48:23
money that wasn't used
48:25
from the other libraries yeah and then
48:28
they split it among the other libraries
48:30
that didn't receive full funding
48:32
so i had that line in there that just
48:34
says that it wasn't used
48:36
yeah all right great thanks
48:48
okay anyone have any uh uh uh can i
48:51
uh get a motion on the minutes
48:55
i'll make a motion to accept the
48:56
previous minutes okay
48:58

great a second a second
49:01
discussion questions concerns okay all
49:04
the favors please signify by raising
49:06
your hand
49:08
uh any opposed extension motion carries
49:12
okay so go into the financial report on
49:14
pages
49:18
are you doing that yeah sure okay um
49:21
so i i just like to mention that we made
49:24
a few minor changes to the reports to
49:26
try to clarify things a little bit and
49:30
simplify
49:31
uh the most notable change is that we
49:33
added some percentages
49:35
uh so you can see um
49:38
more quickly and easily kind of where we
49:41
stand at any point in time
49:44
if you look at the uh revenue and
49:46
expense report you can see that
49:49
um total expenses as of uh
49:52
october 31st we're about 27 percent
49:56
um so we are under budget as of this
49:59
point in time
50:00
um of course you know we're only about
50:02
one third of the way through the
50:03
the fiscal year um
50:06
we're under you know in salaries and
50:09
benefits as well
50:10
as in other expenses uh pretty
50:12
consistently
50:14
um and we haven't used the capital
50:17
expenditures budget yet at all
50:20
uh the other thing i wanted to mention
50:22
we talked a little bit last month about
50:23
um the uh tax revenue
50:27
and where we were as of that point in
50:29
time and how it compared to prior years
50:32
um we we talked with the school district

50:35
and and
50:35
what we learned is that well we're right
50:39
where we we are
50:40
it's very normal we're at 94
50:44
and that's very consistent with prior
50:46
years last year was a bit of an
50:48
anomaly because they actually
50:52
sent us um the check that they cut us in
50:54
october
50:55
was uh more than the actual tax revenue
50:59
that they had received as at that point
51:00
in time
51:01
so it was it stood out a little bit it
51:04
looked different than it had looked in
51:06
prior years but we're
51:08
we're very consistent with where we need
51:10
to be where we should be
51:12
they talk about any tax slippage yeah
51:16
everything going i don't believe so
51:17
tanya did you
51:19
no i spoke to martha in the business
51:22
office she's the
51:23
accountant there and she said they have
51:25
not
51:26
seen any major differences
51:30
compared to previous years they haven't
51:32
heard
51:33
any grumblings you know any any issues
51:36
that
51:36
um taxpayers are having so she's pretty
51:39
confident that we're we're right on
51:41
track to receive what we've normally
51:43
received in previous years
51:44
great thanks
51:52
i think we had a we may have had a
51:54
discussion last month i think it was
51:56
during the board meeting
51:57

about the state
52:00
making us whole for our taxes if we
52:03
don't get them and we were going to look
52:04
for some clarification on that is that
52:06
still a pending item
52:10
i didn't think we had clarification i
52:13
thought we clarified it
52:14
am i wrong it's essentially um
52:18
if the school district doesn't get their
52:20
money the state makes them whole
52:23
and then they make us whole
52:26
from the tax the state makes up the
52:29
difference
52:30
in what taxpayers don't pay right in our
52:32
conversation with the state or with the
52:34
school district they
52:35
um were not concerned that that money
52:38
would be subject to some sort of state
52:39
hold back
52:40
um that they would be receiving their
52:43
full taxes from the
52:45
from the county okay
52:49
okay how many more years of pilot do we
52:53
have
52:54
so there's a lot of different well okay
52:58
there's a lot of different pilots um
53:00
that are out there the big one
53:01
is the pseg pilot um that
53:04
is the bulk of the money that we get of
53:06
that 200 000
53:08
much of that 190 something is from that
53:11
one pilot
53:12
um so at some point at the end of 2024
53:17
uh look at my chart to confirm that um
53:19
that that's going to be ending at some
53:21
point and then the question is
53:23
will that entity be granted another
53:26
pilot agreement or will it

53:28
go on to the tax rolls
53:32
and i have no inside information on that
53:34
at all
53:37
does it have to be one or the other i
53:39
mean they can't just walk away and say
53:40
we're not paying taxes
53:42
right correct i mean it it would become
53:46
if uh for most of the pilot the the
53:48
small ones like
53:49
cefcu or a lot of the small businesses
53:51
that are in the tech park
53:53
um you know they are granted a pilot
53:55
agreement at the end
53:56
they're just on the tax rolls that's the
53:58
expectation you know there's a there's a
53:59
kind of a v
54:00
shaped agreement in the middle of the
54:02
pilot agreement they're paying the least
54:04
amount of
54:05
pilot money and then it sort of ramps up
54:07
um as the agreement comes to an end
54:09
where the amount of money they're paying
54:10
for the pilot would essentially be very
54:11
close to the amount of money they
54:13
would be paying in taxes to sort of um
54:16
soften the blow for that
54:19
but if there's a third option i guess it
54:20
would be just
54:22
wrap up and close the entity
54:29
okay thanks okay any questions on the
54:39
anything else uh you want to um tell us
54:42
sherry or are we good no that that was
54:45
what i had okay great any questions for
54:48
sharing
54:49
i have a quick question and it's it's a
54:51
general question about
54:52
um the treasurer's report at one point
54:56

the board had requested that the
54:59
treasurer
55:00
prepare a summary to be included in the
55:02
board package just
55:03
an executive summary okay i'm not sure
55:06
whether we're still looking for that
55:08
or not i just thought we'd have a quick
55:10
discussion tonight and say
55:12
do we want sherry to prepare a brief
55:14
summary are we good the way this is
55:16
going now
55:17
how would the board like us to proceed
55:18
or like sherry to proceed
55:24
what do people think of that if it's
55:26
possible it's not
55:27
even possible yeah i'll go with the will
55:31
of the other board members i i'm
55:33
fine with what we have been getting but
55:34
if it's helpful to other people that's
55:36
fine with me also
55:38
i personally think a brief summary is
55:41
helpful
55:42
i think nine times out of ten it's going
55:44
to be very brief one or two sentences
55:46
you know but if there is something that
55:49
sherry wants to make sure we
55:51
note before the board meeting i think
55:53
the executive summary would be the place
55:55
that we would definitely get tipped off
55:57
even if
55:57
you know even if you don't have a chance
55:59
to go through the whole package there'd
56:00
be a statement in there saying
56:02
this is coming up be careful you know we
56:04
are going to be discussing something so
56:06
i think a quick summary is helpful but
56:09
i don't you know i i'm happy to do that
56:12
that's

56:12
that won't be a problem at all and i can
56:15
just attach it
56:16
we can it can just be the front page of
56:19
the report
56:20
as and just be a part of the whole
56:22
packet
56:23
yeah like a paragraph or less i would
56:25
say yeah right
56:26
right the top top lines okay
56:30
any other thoughts on that any of ours
56:32
have thoughts on that
56:34
that's good okay okay great
56:38
thanks and i like the formatting changes
56:41
too i do find them very helpful
56:44
good thank you okay i need a motion on
56:46
the future report then
56:49
i make a motion to accept the financial
56:50
report as as included in the board
56:52
package
56:53
great things any second michelle second
56:56
all the favor signify by raising your
56:58
hands
57:00
any uh opposition sen extensions
57:03
okay motion carries personnel report
57:08
alrighty scroll down to the right sorry
57:11
about
57:12
this this personal report is getting
57:13
massive so i apologize for that
57:15
um there's a lot of things going on uh
57:18
you will see
57:20
um on this report that i'm requesting uh
57:23
to fill there's a backfill of a library
57:25
clerk position which is relatively
57:26
non-controversial it's just a backfill
57:28
of
57:28
existing position at the same number of
57:30
hours
57:32

and then i'm asking for uh the ability
57:35
to fill
57:36
two temporary part-time librarians that
57:39
would
57:39
be in the place of the full-time
57:41
librarian that's up top
57:43
this comes out of and i'll just i'll
57:45
launch into this uh this comes out of
57:47
the discussion we're having that we need
57:49
some additional staffing on the weekends
57:51
and those full-time positions are not
57:53
the best
57:54
to fill exactly that i don't i don't
57:56
want to make a permanent change so i'm
57:58
asking to fill these temporarily i think
57:59
this is a covid
58:01
related um issue with the number of
58:04
service points that i've got
58:06
and where we need the staff people uh to
58:10
in order to provide the services that we
58:11
need to provide to the public so
58:14
um in the future i would seek to end
58:16
these positions and
58:17
go back forward and fill the full-time
58:20
librarian position that would work into
58:22
the regular rotation on the weekends
58:24
just like all of the other librarians
58:26
but for now i need some additional staff
58:28
people
58:29
specifically there and other civil
58:31
service titles can't
58:34
work up into a librarian title so the
58:37
librarians can
58:38
work into the clerical titles but the
58:40
clerk the clerical staff cannot work
58:42
into the librarian title so it's just
58:44
civil service rules so
58:45
um that's why i'm requesting to fill

58:47 those two uh temporary positions it
58:48 would be for no more than a year
58:52 okay so these would be positions that
58:55 work
58:56 exclusively on the weekend primarily on
58:59 the weekend what are we looking at
59:00 every saturday and sunday so all the
59:02 weekend hours
59:03 plus then a couple other shifts during
59:05 the week that could help fill in
59:06 on some evening some evening hours to
59:09 try to make them attractive
59:10 because the just saturday and sunday
59:12 isn't a particularly easy uh job for me
59:14 to fill
59:16 okay that i guess that's part of my
59:18 question because from a logistics
59:19 standpoint i'm like great if we can get
59:21 people that will work the weekends and
59:23 that's their regular thing
59:26 but the but the long-term longer-term
59:28 thing is it's it's problematic
59:30 and then if they have to be off or
59:32 whatever it's harder to fill it so you
59:33 got you guys still think
59:35 that rotating with the people that work
59:38 during the week that's the better
59:39 long-term option
59:40 there are some contractual issues with
59:43 uh having
59:44 a full-time staff person to work on the
59:45 weekends the way the contract is written
59:47 there's some language in there that
59:48 would make that problematic that was
59:49 what uh we assessed last month as we
59:51 were looking at the best way to address
59:53 the staffing issues
59:54

and because we have that open uh
59:56
position
59:57
we thought it best given the contract
60:00
and the the thorny nature that we would
60:02
have in negotiating that
60:04
um we thought it best to to
60:07
go with the solution that we have which
60:08
is to to move forward with a couple
60:10
temporary positions it may well be
60:12
that this ends up being the best thing
60:13
ever and then i would come back to you
60:15
and say
60:16
this is what we've been doing for the
60:17
past year this is working out well for
60:18
us um
60:20
okay so we're gonna question we're gonna
60:21
kind of keep an open mind about it
60:23
absolutely i know we haven't we haven't
60:26
even our part-time people we have
60:27
traditionally had them work
60:29
um a rotation of those weekends so that
60:32
they can
60:32
uh you know to make the positions just
60:34
so we can fill them i you know the the
60:35
number of people that want to work
60:38
every saturday and sunday and only
60:39
saturday and sunday is a limited pool of
60:41
people
60:42
we think right now they're um we have
60:45
some interest
60:45
in some of those types of positions for
60:48
various
60:49
larger economic and societal reasons and
60:51
i think that's where we have our need so
60:53
we thought we'd um
60:54
strike while we had the opportunity okay
60:57
jeff can you remind me what the current
61:00
browsing hours of the library are

61:02
on saturday and sunday right now okay so
61:04
there's no sunday hours at all
61:06
that's what i thought correct and and
61:08
saturday hours
61:09
but that's that's what we're trying to
61:10
address right so uh and then saturday is
61:13
one to five
61:14
and the goal is to have us open at ten
61:17
which would be our normal
61:18
uh ten to five would be wonder our
61:19
normal saturday hours we're trying to
61:21
get back to that
61:22
um and have enough people in the
61:24
building to be able to
61:26
uh be at the service points that we need
61:27
to have for the whole
61:29
the whole hours that we're open
61:34
if the hours were to be cut back
61:38
because of rising numbers and i know
61:41
it's something you can predict
61:43
would you still need to those positions
61:45
they're temporary i mean i think by the
61:47
nature
61:47
of them no that's uh you know it's it's
61:51
um
61:52
yeah it's it's hard to say but the whole
61:54
point the the nature of the people we're
61:56
not locked into a certain number of
61:57
hours it's a temporary position we're
61:59
saying
61:59
it's uh at the needs of the library and
62:02
um
62:03
you know it's it's not a forever
62:04
position for for the individual
62:06
or or for us so it's like you know is it
62:08
up to
62:09
19 hours it's up to 19 hours so so what
62:12

we're
62:12
so that's uh you know the saturday and
62:15
the sunday those full
62:16
you know five hours on sunday and uh
62:18
seven hours on saturday
62:21
plus a few other little shifts you know
62:24
and that that
62:25
if someone came in to us and said i'm
62:26
only interested in saturday sunday i
62:28
don't really want any other hours
62:30
great then that's what we would go with
62:31
you know that's um that's why it's kind
62:33
of
62:35
vaguely worded it wouldn't it would
62:37
never be more than 19 hours a week
62:38
that's
62:39
right that's our our upper limit okay
62:42
and would you put a time frame in the
62:45
contract
62:45
i'm just trying to get my lap la vote
62:48
absolutely so civil service limits the
62:51
absolutely limits a very hard out of no
62:54
more than a year on that
62:55
on that time frame and that depends on
62:57
how we hire somebody in civil service so
63:00
could you indicate that it could be not
63:03
up to a year is one thing but can you
63:05
say
63:06
i mean i how flexible can you be that's
63:09
yeah i guess there's no kind of hedging
63:10
let's say the libraries are closed
63:12
sure there's no contract there okay
63:17
so they you could basically uh have let
63:20
someone go
63:20
should that be the case without okay got
63:23
it
63:24
everybody everybody with eyes open on a
63:26
temporary position like this

63:27
that's not a that's there's no
63:28
expectation that that then continues
63:30
um if the library's closed they're
63:32
they're literally to be
63:34
there to staff the desks got it thank
63:36
you
63:40
i think this is a good solution to
63:41
create the flexibility that you need in
63:44
this
63:45
uh with other uncertainty
63:48
right i think it's a good idea great
63:53
i like it yeah i like it too
63:56
are we ready for a motion
63:59
yeah i think so so go ahead i make a
64:02
motion to accept the personnel report
64:04
as presented on page 15 in the board
64:07
packet
64:08
second okay great any other discussion
64:11
questions calls a favor raise your hand
64:14
by signified by raising your hand
64:17
any any opposed abstentions okay motion
64:20
carries
64:21
okay so jeff director's report okay
64:25
so uh we'll be talking about uh the
64:27
bobcat and we'll be talking about
64:29
the boiler in a little bit so i'll just
64:32
uh defer those but they're noted in my
64:34
report
64:35
um i did uh just general statistics we
64:38
have uh
64:38
we'll have catherine pop on at the end
64:40
of my report she has some
64:42
um statistics about the impact of find
64:44
free and what that
64:45
is doing the board had asked that you
64:47
know what what did our sort of natural
64:48
experiment
64:49

uh do and i'm gonna let catherine
64:51
present on that she's um
64:52
much more cogent on that point than i am
64:54
we'll do that at the end of my report
64:56
okay um just briefly wanted to uh to
64:58
note that it was the end of the pop-up
65:00
library a very popular service but the
65:02
weather uh
65:02
even though it's been super nice the
65:04
last couple days uh
65:05
darkness kind of uh naturally limits
65:08
that um
65:08
the pop-up library so we're inside we're
65:11
open
65:12
for many of the hours during the week
65:13
and we are open on those limited
65:15
saturday hours with the expectation
65:17
the goal is to be open on more hours as
65:20
soon as we can get ourselves
65:21
straight down from a staffing position
65:24
book bundles continue to be
65:25
popular though a little less popular
65:26
they have been in the past
65:28
um i have some attendance numbers in
65:31
there just so you can
65:33
browse those did talk about the
65:35
successful friends of the library book
65:36
sale i think that was uh
65:38
great and very popular and very well
65:39
received by the public
65:41
um and may well be a model for the way
65:43
they can run
65:44
um book sales in the future
65:47
and then uh you had some questions about
65:49
programs that that's all listed in there
65:52
we did have some comments a little bit
65:53
about um
65:55
recording the the um some of our

65:58
programs people felt if the discussion
66:00
was an important part of the programming
66:03
um the members of the public felt that
66:04
that discussion uh was
66:06
uh dampened a little bit by the
66:09
recording of the program so
66:11
uh just we're monitoring that and um
66:14
you know we're seeing what we would um
66:17
how we would edit things to
66:18
to make that presentable but we are
66:21
trying to record programs where
66:23
maybe would be focused in the future if
66:24
it's more of like a lecture
66:26
type program we would record that and um
66:29
and make that available uh
66:31
for future watching and then if it was
66:33
more of a roundtable or discussion
66:34
program maybe less likely to record that
66:36
we don't want people to feel that they
66:38
not be comfortable speaking if they
66:40
attend that sort of a program
66:44
lots of outreach with the school
66:45
districts i'm very happy to see that uh
66:47
you know both
66:47
are successful attempts to reach out to
66:49
the school districts but also attempts
66:51
via school district steps to reach uh
66:52
staff members to reach out to us
66:54
and having some good collaboration there
66:56
it's all uh you know virtual
66:57
collaboration and i'm um
66:58
i'm pleased with the staff they're
67:00
working really hard to to strengthen
67:02
those um to those connections
67:04
and uh of very little import but i am um
67:08
changing the statistical report a little
67:11
bit to reflect sort of our modern
67:13

um reality of the way e-content is uh
67:16
used across multiple platforms because
67:18
we have so many different vendors now
67:20
that really offer the same services we
67:22
can't say you know this is overdrive and
67:24
this is hoopla
67:24
you know it's ebooks and it's the
67:26
audiobooks and it's evid
67:27
downloadable video and magazines we're
67:30
just going to be listing them sort of
67:31
you know we don't we don't list out our
67:32
circulation by publisher
67:34
right so we're going to be doing that uh
67:36
going forward as well
67:37
and then i am pleased that uh mark had
67:41
asked me he uh had seen
67:42
uh some of the the uh developing leader
67:44
program from
67:46
nyla and mark said oh is anybody
67:47
participating that and i'm pleased to
67:49
report that
67:50
uh frank summers is going to be
67:52
participating that in the coming year
67:53
kathy brenner
67:54
was a former participant has been asked
67:56
to come back as a mentor for that
67:57
program as well so i was pleased on both
67:59
of those things
68:01
lots of our librarians are participating
68:02
in the collaborative summer reading
68:03
program which is
68:04
excellent that is really the steering
68:06
committee that helps shape
68:09
what summer reading program looks like
68:10
for libraries across the country and so
68:12
being involved in that early and
68:14
uh in several different places is
68:16
important for us

68:17
and uh then i have at the last the nyla
68:20
conference just wrapped up last week and
68:22
at that conference i was appointed as
68:24
the chair of the
68:25
uh they changed the civil service task
68:27
force into a civil service committee
68:29
and i've been named the chair of that
68:30
committee for the coming year so
68:33
that's fun and i want to bring up
68:36
um a histogram now the the some of the
68:39
data
68:40
that was in the board packet has been
68:42
updated a little bit and i want to have
68:44
catherine on i'm going to share out
68:46
that updated uh we'll um
68:50
fix that officially in the packet when
68:54
the time comes but catherine if you want
68:55
to jump on
68:57
yeah so what
69:00
we can you hear me we can okay good
69:04
good um so we thought we would take this
69:07
time
69:07
to really look at the experiment that we
69:11
by happenstance get to run uh to figure
69:14
out how
69:15
fines uh really affect the return of
69:17
material
69:18
so in the board packet you have
69:22
three charts that lead into showing you
69:26
this particular chart that you're seeing
69:29
on the screen right now
69:30
so what i did is i asked for an extract
69:33
from the database of our
69:36
circulation patterns from
69:39
july 1st to october 15th
69:44
for items that were returned to
69:47
bethlehem
69:49

and then when they were checked out and
69:51
when they were returned
69:52
so i was able to create a histogram so a
69:55
frequency distribution
69:56
of how many items are returned in the
70:00
relationship to the due date
70:01
so the chart you see in front of you the
70:03
due date is zero days it's when items
70:05
are returned
70:06
exactly when they're supposed to be
70:08
returned anything to the left of that
70:10
zero due date is items that are returned
70:13
early
70:14
anything to the right are items that are
70:16
returned late
70:17
this particular chart is a density
70:20
diagram
70:21
so it takes um a chart that says
70:24
uh in 2018
70:29
we had um 99 000
70:32
items that were returned in that time
70:34
period and we chose that time period
70:35
because that's when we were taking
70:37
things and find free um you know without
70:39
fines
70:40
for the year 2020 so we wanted to get
70:42
two baseline graphs from 2018 and 2019.
70:46
so this chart takes that
70:49
frequency distribution and puts it in
70:51
something where we can overlay the
70:53
patterns on top of each other
70:55
so you'll note that the majority of
70:58
items that are returned are returned
71:01
before their due date
71:02
in 2018 it was 90 of things that were
71:05
returned
71:06
before their due date in 2019 it was
71:08
89.9

71:10
and with fine free and a pandemic
71:14
71 of items were returned on time so i
71:17
thought that was really incredible
71:18
and returned um that means that 29 of
71:21
items were returned
71:23
one day or longer late
71:26
so for this chart um we can see
71:30
that the average return date
71:34
is still a couple of days before an item
71:37
is due
71:38
and there's only a small that blue uh
71:41
area underneath the chart you see
71:43
is that effect of a pandemic and
71:46
materials
71:47
um not having fines charged charged on
71:50
them when they're returned
71:52
so i thought this was fantastic i was
71:54
really pleased
71:55
with the patterns that uh we are seeing
71:57
that what we saw in 2018 and 2019 was
72:00
the same
72:00
and what we're seeing in 2020 is pretty
72:03
similar
72:04
that the impetus to get something back
72:05
to the library is the due date much more
72:08
so than the fines
72:13
catherine you mentioned the 2018-2019
72:17
data it's about 90 percent returned by
72:20
the dvd
72:20
yep if we were looking for a 90
72:24
return rate on the 2020 data
72:27
it wouldn't be 90 by day zero it'd be 90
72:32
by day negative something
72:36
so it would be d4 day four because of
72:38
the quarantine
72:39
so the chart that's in the board packet
72:43
if you look at it you actually get a
72:45

bump at day four
72:47
if jeff can go up a uh can go give me
72:50
one second
72:51
yeah you'll see it so this
72:54
chart is um it's the raw data it doesn't
72:58
i'm not factoring for the quarantine so
73:00
you can see
73:01
at about four days after zero most
73:04
things are returned
73:05
the next chart factors in i subtracted
73:08
four days from
73:09
every item that was returned and um it's
73:12
perfect
73:13
it matches that pattern is the exact is
73:15
very very similar
73:18
the high point is at zero days and
73:20
that's what i wanted to see
73:24
well i see okay so the the four day bump
73:27
there is
73:28
is strictly the result of the quarantine
73:30
the items are actually being returned on
73:31
day zero
73:32
yeah we're not locking them in until the
73:35
post quarantine period okay yeah
73:36
they're checked in four days later yeah
73:39
right so that bump was weird
73:41
and it showed up in your board packet is
73:42
weird and it didn't
73:44
it didn't match the histogram that's in
73:47
your board packet for
73:48
2020 datas there's not a bump at day
73:50
four the bump really is at zero
73:54
so i was thrilled there's no real action
73:57
i just thought that it could um it could
74:00
really
74:01
allow us to use this you know great
74:04
experiment
74:05
and see how people's behaviors are

74:08
changing
74:13
so the the the takeaway really is
74:15
behaviors aren't changing right
74:17
i mean right they're they're they're a
74:19
small percentage changing
74:21
and i mean we're still in a pandemic
74:25
yeah that's the part that i you know i'm
74:26
not factoring in for we're only looking
74:28
at when things are returned
74:30
so um yeah to me it's not really the
74:33
fines that are
74:34
um encouraging people to behave the way
74:37
they are it's it's being assigned a date
74:39
at checkout
74:40
yeah now see
74:43
um i'm wondering because when i'm
74:46
looking at this
74:47
graph too and it looks to me that the
74:49
only change
74:50
where there's been an increase in late
74:52
returns is in 2020
74:54
yeah that's a small percentage because
74:57
it is the light blue
74:59
yeah right of zero days that's the only
75:02
yeah there is an effect yeah there are
75:04
definitely people
75:06
um that light blue underneath the graph
75:09
if you make um in that positive quadrant
75:12
is
75:12
29 of returns um but
75:16
the mean our average return is still
75:19
long before it's due and the spike of
75:22
returns
75:22
is the day it's due so there's
75:25
absolutely an effect but it's um
75:27
it's definitely less than
75:30
i i feel like it's less than you know
75:33

five days
75:34
three days it's not that much on items
75:37
that are
75:38
overdue the mean is still
75:41
far before the due date
75:45
right you can see that the most most are
75:47
returned before the zero days
75:49
but it looks like it goes all the way i
75:51
mean 30 days
75:52
really before it really starts to go
75:54
down
75:56
to be equal to prior years
76:00
it's a yeah things are coming in a
76:03
little later it'd be a lie to say
76:04
they're not
76:05
but i it's um it's a much lower amount
76:08
than i was anticipating
76:11
and um not only are we fine free at the
76:13
moment but
76:14
um people don't want to leave their
76:16
houses as much so
76:18
there's there's a lot of this is the
76:20
worst case scenario and this is a
76:21
fantastic scenario
76:23
are we including electronic
76:27
borrowings in this chart oh no those
76:31
no ebooks are never late right that's
76:33
that's my point that's my point so it's
76:35
not being skewed
76:36
by ebooks okay this is things
76:39
where people physically have to bring
76:41
them back yep
76:42
okay all right
76:48
well thank you catherine for putting all
76:50
those together i think that's really
76:51
useful information
76:53
yeah i totally needed this to explain to
76:55
me because i looked at this and i was

76:56
like no way am i going to figure out
76:58
what this means they're going to have to
76:59
explain this one to me
77:00
well i didn't write anything i i thought
77:02
it would be easier just to
77:03
it wouldn't matter
77:07
i think it just um the the difference
77:09
was less than i was expecting
77:11
um when catherine came and talked about
77:13
the data with me i was expecting the
77:15
difference
77:16
uh in those return due dates to be
77:18
bigger than it was so we'll
77:20
and we'll get the chart corrected um in
77:22
the board packet to make sure that you
77:23
have the most accurate
77:25
um version of this but i wanted to share
77:27
out with you the
77:28
um you know catherine's most accurate
77:30
chart so thanks for catherine i
77:32
appreciate that
77:33
thanks okay it's interesting to consider
77:37
i i do know that fines generate revenue
77:40
for the library
77:41
they do off the top of my head i'm
77:43
thinking it's thirty thousand i'm not
77:44
exactly sure
77:45
yeah yeah yeah exactly that number um
77:49
and yet jeff you said some libraries are
77:51
fine free is that
77:52
correct lots of libraries so the you
77:55
know the the
77:56
the large libraries in our area albany
77:58
public libraries are you know our
77:59
closest
78:00
um our closest neighbor who is a
78:03
large-sized library that's fine free
78:05

um is albany public library and you can
78:07
argue well anyway they're not an exact
78:10
um and that exactly analogous to our
78:13
library but that's
78:14
that's uh i think it it
78:17
it helps us to have some data we were
78:19
trying to project data
78:20
from other libraries we're saying well
78:21
this library is similar to us and this
78:23
is the
78:23
experiment this is a library that's
78:25
similar to us in another state and this
78:27
is their experience with going fine free
78:29
this is our own people and our own data
78:31
and our own
78:32
um our own circulation we've run a
78:34
natural experiment
78:36
we can see a little bit about what the
78:37
effect is um you know and i think
78:40
that would help us have an honest
78:42
discussion because before we were
78:43
talking about
78:44
theory and now we have several months of
78:47
good data about how people behave uh in
78:50
a fine free scenario so i think
78:53
that helps us um have that discussion
78:55
and you know and then we can talk about
78:57
the revenue that the fines generate we
78:58
can talk about the um you know the
79:01
the difference in the return dates that
79:02
that per that small percentage
79:04
difference we can talk about that
79:05
and then we can talk about um you know
79:08
how much staff time is used in
79:09
uh collect collecting those fines and
79:11
all of that but but
79:12
it helps us to have more information and
79:14
that's um that's what catherine's done

79:17
so
79:20
thank you great all right
79:24
uh oh back to my director's report
79:28
um
79:31
go away you
79:36
and then we'll just go down uh in the
79:39
circulation report which is on page 24.
79:40
you can see our circulation continues to
79:42
be
79:43
down about 27 compared and that's that
79:45
is inclusive of electronic circulation
79:48
and physical circulation
79:49
so that's both of those two things added
79:51
together that number is down about 27.6
79:53
so just under 30 percent again um i'm
79:56
still pretty pleased with that number
79:58
considering all the challenges that
79:59
we've got
80:00
um the interlibrary loan
80:03
process is we're bringing more books
80:06
than last year at the same time so
80:07
actually the hold shelves
80:08
are more active than they were which
80:10
makes sense right more people are
80:12
requesting those books and having those
80:14
that we'll call that the curbside effect
80:16
so that is more active than the same
80:17
month last year and then down below
80:19
you'll see the um
80:21
the e-book e-audiobook e-magazine and
80:23
streaming video use and that will allow
80:25
us to keep tabs on that um going
80:27
forward if we change platforms if we
80:29
change services we'll be able to make
80:31
sure we're comparing apples to apples
80:33
and keep those circulation numbers for
80:34
posterity
80:39

so that's that's that that's my
80:42
director's report if anyone has any
80:43
questions
80:44
what's the equipment line is that the um
80:47
you have a negative 77 percent is that
80:49
the
80:50
chrome that's like library of things the
80:52
library of things that's going to be
80:54
done just because
80:55
it is well and and some of it we've
80:56
taken out so anything that touch
80:58
like goggles or anything it touches
80:59
someone's face that's out
81:01
um okay so but we've made many of those
81:04
things requestable for bethlehem patrons
81:06
so they're starting to see a little bit
81:07
more i'm expecting we'll we'll see the
81:09
remaining library of things items
81:11
going out a little bit more as we go
81:12
forward okay
81:20
have we gotten the new computers yet the
81:22
new laptops
81:24
the new laptops for the staff yeah no no
81:26
they'll um the expectation is january
81:29
oh okay so it's it's
81:32
everything like that has just been
81:34
delayed and we would have
81:35
expected a sort of three three-week lead
81:38
time
81:38
in the pre-covet maybe four maybe four
81:40
weeks and now it's
81:43
you'll get them when you get them so
81:45
exactly
81:47
when they're available one more make
81:48
them yeah yeah
81:50
i think it's shipping too you know a lot
81:52
of those things come up from overseas
81:53
and

81:54
uh yeah i think those logistical chains
81:56
are
81:58
interrupted
82:02
okay great any questions for jeff on his
82:04
report
82:05
okay i'm gonna move on to the uhls
82:08
report
82:10
do you need to accept that the director
82:12
reporter no no
82:13
okay thank you
82:16
don't have a lot to report we are
82:18
meeting on wednesday uh
82:21
discussing a lot of budgetary issues we
82:24
have central library development aid
82:25
that we
82:26
services committee needs to uh review
82:29
and
82:30
some of the concerns regarding impact on
82:33
uh some you know state budget cuts in
82:37
terms of on uhls
82:39
so a lot of financial discussions
82:44
yeah it's a you know it's just a reality
82:46
that those state the state budget cuts
82:47
when they come through
82:48
hit the upper hudson has an organization
82:52
much harder than they hit the you know
82:54
our library or
82:55
libraries local libraries in particular
82:57
we are total state funds
82:59
last year we have about twenty five
83:00
thousand dollars so if we get eighty
83:01
percent of that
83:02
by the end of the year it's not that big
83:05
an amount of money
83:06
but for upper hudson it's a big part of
83:08
their budget yeah
83:10
and i think some of the smaller
83:11

libraries it's a
83:13
it's a bigger hit so
83:16
they're hurting
83:19
okay great any questions on that
83:23
hey real quick lisa sorry if i'd known
83:25
you were here in cyberspace
83:27
earlier you weren't showing up on my
83:28
screen i would have asked you directly
83:30
the question rather than
83:32
kristen
83:40
okay a new business uh the retirement
83:43
annual invoice
83:45
all right so our meets favorite subject
83:48
the new york state and local retirement
83:49
system
83:50
so uh every year they give us an invoice
83:53
it is way over my authorization limit so
83:56
i need you
83:57
to authorize me to pay this bill
84:02
was last year's bill how much was last
84:03
year's
84:06
283 thank you
84:10
thanks tanya i make a motion
84:13
to give jeff or to approve the payment
84:16
of the um
84:17
annual retirement invoice i'll second it
84:20
okay any discussion questions
84:24
okay uh please raise your hand if you
84:26
are approved the motion
84:30
any opposition extension
84:33
extension okay motion cares thanks
84:36
bob what clarifying question so the
84:40
huge swing we saw in the pension
84:42
contribution numbers
84:44
yeah how are we budgeting for that so
84:46
it's it
84:47
there's not a huge swing in the
84:48
contribution numbers the numbers are

84:50
fairly stable
84:52
um they they they have in the past gone
84:55
up
84:55
um if the economy really tanks that
84:58
number does go up
84:59
but the and i hope i'm answering the
85:03
question that you're asking the
85:04
the it's the the actuarially determined
85:08
amount that the library's on the hook
85:10
for you know how how well-funded is the
85:12
new york state retirement system you
85:13
hear them
85:14
um putting that number out all the time
85:16
and this is a negotiation i'm sure
85:18
between that uh multi-billion dollar
85:21
uh organization and kpmg as they you
85:24
know the tiny
85:25
uh changes in their in their financial
85:28
um
85:28
suppositions can make that number swing
85:31
around live wildly
85:32
it's not a number that come home that
85:34
comes home to roost
85:36
unless you the library cease to exist
85:39
right there's just there's some uh if
85:41
they say the pension is 90
85:43
funded then eventually
85:46
everybody that's employed and everybody
85:48
whoever has been employed
85:50
there's a certain amount of money that
85:51
would have to go to their retirement if
85:52
they lived for x number
85:54
of years right so that's that's the
85:55
amount of money that would be determined
85:57
that we owe
85:58
in the very long term
86:01
that's that two million dollars does
86:02

that make sense yeah okay it's a sort of
86:05
a
86:05
long-term net exposure number not an
86:07
incorrect budgetary number
86:09
okay and that's why the two numbers that
86:10
you'll see that are very similar is
86:12
that that long-term exposure and then
86:15
the one
86:15
for um the the retiree health insurance
86:19
right
86:20
so that's that other number that there's
86:22
some obligation to
86:24
you know provide that retiree health
86:25
insurance for people what is would be
86:27
the ongoing what would be the
86:29
today's cost of that ongoing um expense
86:32
going forward and sherry you can hit me
86:34
with uh uh
86:35
anything at any time if i'm explaining
86:37
this incorrectly but um
86:39
you know it's just it we handle it we
86:41
pay it budgetarily
86:42
every year the little amount we just
86:43
paid every year but there is a
86:45
long-term liability there and that's
86:47
what they have to include
86:48
um that was some of those those gatsby
86:50
regulations were
86:52
that those expenses those obligations be
86:54
booked and recognized
86:56
um rather than it's not a budgetary
86:58
expense it's a long-term expense
87:00
right exactly there was a lot of
87:03
discussion about it
87:04
actually when it came out that it should
87:06
really be a footnote
87:07
a lot of people felt it should be a
87:09
footnote to the financial statements

87:10
rather than something you actually
87:12
have to book um but
87:15
the people who wanted it booked one out
87:16
in the end yeah
87:19
and it just it complicates things it
87:21
makes it makes it very complicated
87:25
yeah and my first reaction was i i heard
87:27
that same question my first reaction is
87:28
to say you know can the library create a
87:30
reserve account
87:31
to fund that so that we can you know be
87:34
even
87:35
and the answer is no it's illegal you
87:37
can't do that so
87:39
it just it just exists as this long-term
87:41
obligation i mean
87:42
really for our purposes it's really
87:46
a long-term obligation of the taxpayers
87:49
of this community correct
87:51
the taxpayers so that's another reason
87:53
that brings home why you can't do it now
87:55
because it is
87:56
could it be the future taxpayers as
87:58
opposed to people funding it now
88:00
so that's the way i think of it
88:04
i learn stuff every time thanks mary
88:06
that's good
88:07
every time sherry says that's right i
88:08
feel like i got an a
88:11
so thank you all right um
88:14
bobcat was that what we were talking
88:15
about bobcat okay so
88:18
uh you guys have heard me talking about
88:19
this a couple for a couple months uh
88:20
we've been trying to identify
88:22
something that would help us um if we're
88:25
still using the sheds over the course of
88:26

winter which we expect to be doing
88:28
uh still still quarantining items um
88:31
then
88:32
moving around large uh laundry carts
88:34
full of books
88:35
this thing helps us with that it is not
88:37
the only purpose to have this
88:38
um when uh i asked kevin to sort of
88:42
start thinking about um how we could be
88:45
moving those carts around safely in the
88:47
parking lot
88:48
and uh what then would would would be
88:51
the uses of this he came up with a
88:53
a long list of landscaping projects
88:56
um that this it would be incredibly
88:58
helpful with them right
88:59
right down to just the other week where
89:01
they're dragging around um
89:02
enormous tarps full of leaves which
89:04
don't seem very heavy
89:05
but when they're an enormous tarp full
89:07
they're actually heavier than you think
89:08
they are so they were dragging those
89:09
around with uh with the lawnmower which
89:11
is probably not ideal
89:12
this uh little doohickey can work for
89:14
that as well so
89:16
um the biggest direct thing that i see
89:18
is that we get a lot of deliveries that
89:20
come in on pallets
89:21
then we can't move those into the
89:23
library because we don't have a forklift
89:24
we don't have
89:25
um you know we're breaking those out in
89:27
the parking lot we break them down you
89:28
know
89:29
the delivery kicks them off the back of
89:30
the truck we break them down and we we

89:32
hand haul them inside and depending on
89:34
how heavy those are like a pallet of
89:36
salt um you know it's doable but it's
89:39
work
89:39
in addition there's a lot of landscaping
89:41
projects uh that this
89:43
would make much easier so um
89:46
it's a piece of equipment it is a
89:47
capital investment and uh
89:50
we we looked at three different brands
89:52
of these
89:53
uh this one was the least expensive and
89:55
the smallest and uh you know we're not
89:56
looking for
89:57
very a very big or large piece of
90:00
equipment but we do have need
90:01
for something with a bucket and
90:03
something with a forklift to be able to
90:04
move objects and things around the
90:06
property
90:06
and this seemed to be the most
90:07
economical choice from that in addition
90:09
the ability for us to have um you know a
90:12
local vendor who is in selkirk
90:14
um who can rent us the additional
90:17
attachments for this so if we were
90:19
digging a channel in the
90:20
in the ground in the yard or uh you an
90:22
auger attachment for the whole yeah we
90:24
can rent those things and it's
90:25
super local so this in the end uh tipped
90:28
it over in addition to being you know
90:29
fifteen thousand dollars
90:30
less expensive than some of the other
90:31
options so
90:36
you pretty much answered the big
90:38
question that i had was what
90:40

what do we use this for the only other
90:42
question that i have
90:43
just to put it in perspective um does
90:46
the school district own
90:47
some sort of piece of equipment like
90:50
this
90:50
not that i'm not that i'm talking about
90:52
sharing but i'm just saying
90:54
they're a larger entity than us i would
90:57
assume that they have
90:58
equipment that does this too bigger yes
91:01
they would have
91:02
um yeah this is this is reasonable that
91:03
we're buying a smaller
91:05
model of it we definitely have enough
91:06
uses for it yeah
91:11
and we have the funds in the budget to
91:12
cover it we do
91:14
right okay any other
91:17
any questions on it for jeff on this
91:19
where would you store it do you have
91:21
room to store it inside some place gonna
91:23
be in the garage
91:30
okay i'll cut the motion on this
91:33
make a motion motion that we move
91:35
forward to purchase the bobcat
91:37
as with the estimate i receive i guess
91:40
it's on
91:41
pages 28 28 and 29.
91:46
okay great second awesome okay
91:50
great any other discussion questions
91:54
okay all those in favor please raise
91:56
your hand
91:58
thank you you pose sentence okay motion
92:00
carries
92:01
bobcat approved all right do you have a
92:04
sense of how long you have to wait for
92:06
it or is it in stock

92:07
it's not in stock it uh when we're
92:09
ordering on state contract they actually
92:11
make this thing and ship it to us but
92:13
the the
92:14
the company that we're going with says
92:16
they if we have need of it
92:18
right now they can rent us one or the
92:20
slightly larger model right now they're
92:22
you know we're developing a relationship
92:23
with that company so we have we had
92:24
need of it in immediate need this this
92:27
could happen
92:28
until ours is made available to us so
92:30
okay that's great
92:31
and and one other quicker can you do
92:33
snow removal with it does it
92:34
do snow yes so we actually were talking
92:37
it was one of the things i did um
92:39
so if we were to if we were shaving down
92:41
the snow banks or something
92:43
with it to try to um we have a
92:45
contractor who comes in when they're
92:46
doing
92:47
massive snow removal like big amounts
92:50
but for smaller amounts
92:51
absolutely you know the bucket it can go
92:53
in scoop those up and and move them
92:54
around so just
92:56
yeah anyway it's it's it's a walk behind
92:57
it's kind of like a
93:00
it's like a lawnmower but beefier that's
93:02
kind of um
93:03
what it's like but it's a it just has a
93:05
lot of different attachments i want
93:06
people to think that this is a piece of
93:08
equipment
93:08
like a backhoe or something that we're
93:10

inside it's it's something that we walk
93:11
around behind it
93:12
so
93:16
great okay boiler
93:20
boiler okay so um this what i have
93:24
is um the first proposal from train i
93:27
wanted to include it in here just so
93:29
we could uh set our conversation and
93:31
remember that during the hvac project it
93:33
was proposed that they
93:34
uh when we originally thought the
93:36
project was going to be underspent we
93:37
were looking at
93:38
um the folks from dazzy were trying to
93:40
say you know your boilers hold it
93:42
it should be replaced at some point in
93:43
the future we were trying to work it in
93:45
under that project
93:46
and um they were recommending at the
93:48
time they're like hey you could just
93:50
have it be a hot water heater too you're
93:53
running a boiler you just attach the hot
93:54
water so what i asked train was
93:56
basically what was discussed
93:58
at that point was a replacement of the
93:59
boiler and then the option to add that
94:02
hot water tank onto the side so we could
94:04
eliminate the
94:05
domestic hot water heater that we have
94:07
in the library so
94:09
um the price is a lot so that this is
94:12
over
94:13
the bid limit which really complicates
94:16
um
94:17
i'm still ascertaining the level of
94:20
emergency that this is like
94:22
so one of the sections is cracked and it
94:24
is leaking

94:25
seeping water um it's going to need to
94:28
replace so
94:29
i believe there is an option to try to
94:32
replace
94:33
the section it's a lot of labor it's a
94:35
very labor intensive process to replace
94:37
that section but i believe this still
94:38
exists i do not yet have
94:40
a cost estimate for that
94:44
they were happy to provide us with a
94:46
cost estimate to replace the boiler
94:48
uh certainly the recommended action um
94:50
you know it's a lot of
94:51
if depending on the price of replacing a
94:54
section
94:56
it could be a pretty high expense for
94:57
something that ultimately needs to be
94:59
replaced in any case there's a lot of
95:00
arguments
95:01
for this to replace it but
95:04
it is over the new york state not even
95:07
our policy over the new york state limit
95:09
that we have to bid out a project like
95:10
this and because it is working
95:13
trying to figure out how much of an
95:14
emergency this is you know is it uh you
95:16
know if it's something that was going to
95:17
explode or stop working
95:19
um that's a bigger issue i do want to
95:22
reiterate that it is not our only source
95:25
of heat in the building
95:27
this provides auxiliary heat and
95:30
tempering of
95:31
the air that comes in through the heavy
95:33
lift which is done by the air handlers
95:35
on the roof
95:35
which we just replaced in the hvac
95:37

project so if it dies we're not left
95:40
without heat all over the building there
95:41
certainly would be pieces of the
95:42
building where
95:43
we wouldn't have heat so it's this is an
95:45
emergency
95:47
i don't know how much of an emergency
95:49
this is yet um
95:50
i am trying to get prices i'm trying to
95:53
get people to come in and give me quotes
95:55
on this uh actively right now it's
95:56
unfortunate that the board meeting fell
95:58
when it did because i don't have
95:59
better information for you but this is
96:01
the information that i have right now
96:03
um as it sits the we i did talk to the
96:06
trained representative and say that this
96:07
needed to be
96:09
just way too high it's over 35 000 we
96:11
have to send this out to bid
96:12
and he said he could try to work it
96:14
through a procurement contract which
96:16
um sort of like new york state contract
96:18
there are other government procurement
96:19
contracts that exist and
96:21
it may be that we will be able to
96:23
purchase it
96:27
through that without the need to go
96:28
through the bid process
96:31
at the same time i have uh uh we did
96:34
have a meeting with paul
96:37
from ballarat maze and i've asked some
96:39
questions of him if he can get in
96:40
contact with the engineer that they were
96:41
working with for our long-range plan
96:43
process so we could maybe bring the
96:45
engineer and have
96:46
them come in and give me some advice on

96:48
that as well so that's all in progress
96:49
but nothing has
96:50
moved on that for me to talk about
96:53
tonight
96:55
can you remind me how old the current
96:58
boiler is
96:59
so it was put in in 95 which actually
97:01
surprised me that it was
97:02
as recent i mean it's old but it's as
97:04
recent as it was um
97:06
the the building was built with uh
97:08
electric baseboard heat in 72
97:10
and then had the air handlers it
97:12
retrofitted to the building
97:14
by 82 so in 10 years they decided you
97:16
know electric baseboard heat is a
97:18
terrible idea
97:19
they installed the air handlers on the
97:20
roof i thought the boiler went in at the
97:22
same time as that
97:24
but that turns out the boiler went in um
97:26
you know a decade later in 95
97:27
which turns out to be a good thing
97:29
because if it had been put in in 84
97:31
there would be a highly
97:33
um a very high chance that the the
97:36
caulking that was in between the
97:37
sections would have been asbestos
97:39
so by 95 the that asbestos was no longer
97:42
an issue
97:42
thankfully um it's 100 sure
97:45
that we do not have asbestos uh in our
97:49
in our boiler so if we do replace it or
97:51
fix it it doesn't need to be abated and
97:52
then fixed or baited and then replaced
97:54
so um that's not a danger which is an
97:57
awfully nice
97:58

problem not to have because that would
97:59
complicate things i had
98:02
about three hours of an absolute panic
98:04
attack for that so
98:07
this is not great it needs to get fixed
98:09
in some way shape or form but it's not
98:11
as terrible as it could be jeff the
98:14
hot water heater is feeding what just
98:16
the bathrooms and the
98:18
kitchen kitchen sinks bathrooms um
98:21
yeah we don't have a ton of use for
98:23
domestic hot water we're not taking
98:24
showers
98:25
um in the library we don't run uh
98:29
washer dryer or a washer so other the
98:32
other
98:32
domestic uses of domestic hot water are
98:34
not much
98:36
so that
98:39
option i mean it's it'd be nice to just
98:42
run run burner
98:43
you know rather than two but for eleven
98:46
thousand dollars seems a pretty steep
98:47
price to me
98:48
to install something that is used
98:52
yeah i'd be interested to see what other
98:54
vendors come back with
98:55
that particular line item to me it
98:57
looked like about two thousand dollars
98:58
worth of hardware
99:00
so i don't know how they get to eleven
99:03
eight thousand dollars of counting their
99:04
money i guess i guess
99:06
yeah i don't know so yeah it'll be good
99:09
to see what
99:10
other quotes we can get on this it
99:11
sounds like we have some time to get
99:13
some quotes

99:14
i that's what that is
99:17
right so the people i've been able to
99:18
talk to so far are trying to sell me a
99:19
boiler i'm just trying to say
99:21
is this if there's something that needs
99:22
to it's not been shut down right so it's
99:24
not
99:25
an emergency in that way that we need to
99:27
shut this thing down but it may well be
99:29
that it um we're coming into the winter
99:31
it's not an ideal time to have not have
99:33
a boiler
99:34
i don't know what the lead times are on
99:35
ordering new boilers i don't know if the
99:37
replacement boilers itself off the shelf
99:40
the way they've been described to me the
99:41
new boilers are much more efficient
99:44
and much smaller so our boiler which is
99:46
currently the size of sort of a big
99:48
generator
99:49
um big big generator is going to be
99:53
it's going to sit on a pad in there and
99:54
be and be much smaller if we if we
99:56
decide to replace the boiler
99:57
so yeah the other thing we should
100:00
probably expect is
100:02
if the efficiency of the old one goes
100:03
from 75 percent to 95
100:05
on the new one right we should be saving
100:08
a couple of thousand dollars i think a
100:10
year in
100:11
in gas or is it less than that i think
100:13
it's less than that because i i was
100:14
um i haven't been able to determine
100:18
yet a way to to figure out how much gas
100:20
is being burned by the boiler
100:22
and how much gas is being burned by the
100:24

air handlers the only time of the year
100:26
when the air handlers are off that the
100:27
boilers on is in the summer when the
100:29
boiler is
100:30
barely running and just to be doing a
100:31
little dehumidification like it runs but
100:33
it barely sits there
100:35
um the new ones do um scale so in the
100:38
summer when it needed to be running it
100:40
would be running at a much
100:42
uh much less intensely right now ours is
100:44
either on or off so what just happens is
100:45
it's on a little bit an awful lot in the
100:47
summer
100:48
and it you know uses that that hot water
100:50
in there the new one would scale that
100:52
amount of hot water so we'll be using
100:53
less
100:54
but in the summer we use very little gas
100:55
so i actually think um
100:57
i wouldn't come here and argue for the
100:58
replacement of this uh from an
101:00
efficiency basis efficiency would is a
101:02
nice thing to have i think any new
101:03
boiler is going to be much more
101:04
efficient
101:05
um yeah but it's like it's not going to
101:08
pay for itself
101:09
no i would i'd love that i think it's i
101:11
think the roi on this is going to be
101:14
going to be out there pretty far so um
101:17
you know the the argument for
101:19
replacement is just listen we've never
101:22
had a cracked section
101:23
ever we have a crack section now there's
101:25
five other sections in there we replace
101:27
one what are the chances those other
101:28
sections are going to crack at some

101:29
point in the future it's going to happen
101:32
is it time is this 90 is 1995 old enough
101:35
that it's time to replace this boiler
101:36
you know
101:36
so um it's not
101:40
it's an expensive item but it is not and
101:43
we certainly have money in the budget to
101:45
replace this why we have a capital line
101:47
in the budget is literally
101:49
for items like this this is what we have
101:51
that for so i just
101:53
i apologize for not being able to have
101:54
put a whole package and a proposal
101:56
together for you
101:57
just because there's so many unknowns
101:58
about the procurement process right now
102:00
but i did want to give you as much
102:02
information as i have yeah
102:04
i um i i know you said they didn't give
102:07
you any information
102:09
about how long it would take um
102:12
that's one of my biggest concerns about
102:14
going into the winter
102:15
how long would it take to get this
102:19
and also where is it coming from i mean
102:22
when we did the hvac and we got
102:24
like a little out of the blue and it was
102:25
like oh your stuff's coming from mexico
102:27
or like wherever
102:28
or wherever it was coming from was a
102:29
surprise to us i'd like i mean
102:31
i'm almost wondering if the fact that
102:33
they're not saying anything is it's
102:35
not a long turnaround time maybe it
102:37
isn't a big deal and they don't
102:39
kind of don't want to tell us that they
102:40
want to push us into doing that
102:42

but i i am concerned about that the lead
102:44
time on this
102:46
uh that i think that may be an important
102:48
factor when we get a little bit more
102:49
information about just replacing the one
102:51
individual section on the boiler
102:53
i think the lead time on that that is
102:56
not an
102:56
off-the-shelf item i think those
102:58
sections of boilers for this
102:59
they said they're available what does
103:02
that mean and what foundry do they have
103:04
to go to make it um
103:05
that is a question so it may be that um
103:09
again that's something i will actively
103:12
look into
103:13
is you know is is replacing that section
103:14
is that going to be three months
103:16
versus replacing the boiler might take
103:18
30 days or 20 days or something much
103:19
faster than that
103:20
so so our are you uh
103:24
i don't think you're asking for us to do
103:25
anything i i i wish i could even ask you
103:28
to do something i i
103:29
um you know i think if it is shut down
103:33
and it is not working that is an
103:35
emergency and i think at that point we
103:37
move forward in an emergency way
103:38
you know i think we would say you know
103:40
hey we have to we we don't have time
103:42
for us to go through the procurement
103:43
process on this um you know we have
103:46
uh an extended procurement process
103:49
um we're gonna have to do something
103:50
modified to do it quickly if the thing
103:52
was broken down because there's
103:54
having this is going to be an emergency

103:55
not having this boiler would be an
103:57
emergency
103:58
but for now it's still operating and i'm
104:01
trying to get that's why i was trying to
104:02
talk to an engineer to say you know
104:03
what what is this likely to continue to
104:05
you know it's seeping but it could work
104:06
for another four months
104:08
you know you got to get on this do i
104:09
have that kind of time or is this no
104:11
it's going to get shut down imminently
104:12
in the next 10 days
104:13
i don't have that answer so um i'm
104:16
working on that answer and i will get it
104:18
to you as fast as i can all right
104:20
that sounds good so so jeff and i'm i'm
104:23
listening very carefully to what you're
104:25
saying
104:25
and i'm trying not to repeat so at the
104:28
same time
104:30
even if we if we don't declare it and an
104:34
imminent emergency tomorrow we are still
104:37
then looking to get bids
104:40
yes okay so how long do we look
104:44
for something that we may never be able
104:46
to get and
104:48
how do we proceed if x weeks down the
104:51
road
104:52
is not an imminent emergency but we
104:55
cannot get
104:56
bids what are our options at that point
104:59
right so that's where we might declare
105:00
we might say hey you know
105:02
um it's going to be difficult for us to
105:04
get bids that's why i
105:05
want to talk to an engineer um you know
105:07
how do we move what does this process
105:09

look like
105:11
one of the suggestions from scott at
105:12
train was that they then
105:14
moved towards a procurement contract
105:17
with another government entity that we
105:18
could sign on for
105:20
that would fix the price to under the
105:21
terms of that procurement contract
105:24
and we could move forward under that
105:25
without the need to bid the project
105:29
i think that perhaps we should be
105:30
talking to our lawyer
105:32
at this point about i mean i i
105:35
think that i'm gleaning from what you're
105:36
saying this is like a state level
105:38
mandate that we need to bid it
105:41
okay i think we need to be on a parallel
105:43
track talking to our lawyer and finding
105:45
out what our options are
105:47
that's that's my opinion caroline what
105:48
do you think
105:52
so this is this is not my area of
105:54
expertise but i i absolutely agree
105:56
that best to find out our options now
105:59
just so that we know
106:00
yeah from the standpoint of our options
106:02
and how we might want to proceed
106:04
um is it a big deal is it not a big deal
106:07
okay um i mean harmine anybody else
106:12
have opinions on that
106:16
i think it cannot hurt to speak to the
106:18
lawyer
106:22
okay
106:25
thank you
106:30
okay so you'll get us more information
106:32
by email
106:35
if it's if it's something okay
106:40
okay great uh the emergency patron

106:43
conduct policy
106:44
okay it's on page 36 just a quick update
106:46
we've already implemented the changes i
106:48
just wanted to bring the
106:50
policy to you for approval yeah
106:53
the two changes are highlighted in the
106:55
red text uh we're at we're adding that
106:58
masks with valves
106:59
as recommended by the cdc are not an
107:01
acceptable alternative face covering
107:04
um for use in the library as well as
107:07
mesh mask sort of uh any mesh that's
107:09
made out of a doily or
107:10
lace or open weave to the point where
107:12
you can see through it
107:14
yeah jeff i looked at this earlier and
107:19
your changes seem very reasonable i have
107:21
one other question sure on in the
107:24
existing language
107:26
in the emergency section the second to
107:28
last item
107:29
public computer equipment will be
107:31
provided at the director's discretion
107:34
at this point since we are you know
107:37
still
107:37
unsure when we will be making our
107:39
computers available
107:41
i'm wondering if we may want to change
107:43
that word from will
107:44
to may i know it's a small change
107:47
but um we could i mean we are offering
107:50
the public pcs we are offering the
107:52
chromebooks for checkout
107:53
and so we have some some ability to have
107:57
public
107:58
um computer use right now so that's
108:01
the reason but we could say may i mean
108:03

there's you know are you getting any
108:04
are you getting any pushback about this
108:06
i mean people pointing to this policy
108:08
saying the director can do this for me
108:10
you know about people using it in the
108:11
library
108:12
no no i think there's certainly
108:14
questions about that people want this
108:16
is a is a real question we are going to
108:18
move forward um
108:19
this week what we're implementing is the
108:22
most common question
108:23
um we're sort of parsing out what the
108:25
needs of of pc uses and the thing that
108:27
people need to be able to do is print
108:29
a lot of people don't have a printer at
108:31
home so we're the first thing we're
108:32
going to set up is a printing station
108:34
in the library that will allow people to
108:35
come in when we're not you know
108:37
i don't know if you've ever printed at
108:38
the library but there's a you know a
108:39
release code you can send your
108:41
you send your item into the library and
108:43
you tap on a little keyboard and it
108:44
prints your thing
108:45
we're just going to have a pc 15 minute
108:48
time limit
108:49
um a printer hooked right up to it you
108:51
just come in
108:53
put your flash drive in or whatever
108:54
check your email download the thing you
108:56
need to do it print it and away you go
108:58
so we're gonna um we're gonna try to
109:00
make that as easy as possible because
109:02
the
109:02
the online printing is working and the
109:05
librarians are doing a great job

109:06
assuring people through that project
109:08
that process but it is a little
109:09
difficult so we're trying to make this
109:11
this the thing i'm gonna solve first
109:12
and that's this week okay so there's no
109:16
need to change what i was just talking
109:17
about if everything is working and
109:18
you're not getting any
109:19
problems this this policy looks good the
109:21
way it is to me
109:23
yeah and there's one other changes about
109:25
the uh
109:26
accompanying child the age of the
109:27
accompany child so the things in yellow
109:30
were actually already changing the pre
109:31
we made them uh we put them in yellow
109:34
to make it very apparent that this is
109:36
different from our traditional patron
109:37
conduct policy so that's
109:39
uh yeah sorry that's um that's about
109:41
sort of the this document is
109:42
um for public purposes so it's high
109:45
those highlighted
109:45
those things that are highlighted yellow
109:46
we are not changing they were already
109:48
changed in the emergency
109:51
plan it's just adding those two things
109:53
in red the masks with valves and
109:55
mesh masks thank you
109:58
okay any other questions on that
110:00
concerns okay i'll take a motion on that
110:02
so second
110:06
i'll second okay great all those in
110:08
favor please raise your hand
110:11
thank you attention motion carries um
110:14
thanks
110:14
so any other new business any new
110:16

business
110:18
i have one question do um i
110:22
think that we saw something that was not
110:23
going to be any kind of
110:25
um staff training and staff development
110:28
day
110:28
in december that's correct we're not
110:30
we're not having a staff member day this
110:32
okay is there any um
110:35
i don't have any suggestion for the
110:37
board to do anything to
110:39
recognize the staff for their efforts
110:40
during the year which we usually do
110:43
at that meeting about that yeah
110:49
maybe offline induce in mary maybe we
110:52
could do a
110:53
separate email to figure out some ideas
110:54
there i think it's a good idea to
110:55
recognize the staff absolutely yeah
110:57
this year i don't know how we do it yeah
110:59
i'm not sure either it doesn't have to
111:00
be that day because there is no that day
111:02
but
111:02
exactly right yeah we've had a lot of
111:05
staff training
111:06
it's usually in the form of food right
111:10
so i mean we could provide something
111:12
like that in the break room
111:13
right the problem is that everybody
111:16
the thing about that day was such a high
111:19
percentage of the people were there one
111:20
day
111:21
that's the problem with it um
111:25
but we'd have to think about it we'd
111:26
have to think about what we might
111:28
do to recognize them in some way yeah
111:31
we can brainstorm yeah okay
111:35
we'll take that offline and do that by

111:37
email um
111:38
okay any other new business
111:41
okay any old uh old business long range
111:46
planning
111:48
you update
111:52
yeah so uh so jeff and i met with paul
111:54
uh jeff please feel free to chime in
111:57
uh to walk him through sort of the idea
111:59
that we had talked about last time about
112:00
a
112:01
phase one and a phase two approach to a
112:03
long term plan
112:04
right the idea being that phase one
112:06
would be a a
112:08
smallish um or smaller
112:11
right improvement to the library and its
112:15
structure right something on the order
112:17
of two million dollars right that's
112:19
that's just a
112:20
sort of approximation number right to
112:22
get everybody centered
112:24
and then phase two would be something
112:25
bigger the idea being that phase one
112:27
would be in the
112:29
near term right call it three to four
112:31
years ish right in the second term would
112:33
be something
112:34
longer and uh we gave him the
112:37
down select list of priorities
112:41
um that the committee had talked about
112:43
that the library
112:44
staff had developed right looking at
112:46
specifically
112:48
um a larger seating area right out on
112:51
the
112:52
out on the lawn right to sort of replace
112:55
our large meeting room area
112:57

uh improvements of the building to
112:58
consolidate the the reference desks
113:02
um covering the deal with the awning
113:05
slash covering right to deal with the
113:06
icing issues on the patio
113:08
right uh those three i think were the
113:10
top ones jeff i'm leaving anything out
113:15
yeah that's yeah that's good yes
113:18
okay so in terms of scope right what we
113:21
gave him was a request to sort of go off
113:25
and then hone the
113:26
the schemes to focus on delivering those
113:29
items
113:30
right as part of a phase one right that
113:32
we could then come back and put in front
113:34
of the board
113:38
questions yeah did you talk about the
113:40
portfolio property dollar
113:42
yeah i was like thank you yes no i'm
113:44
sorry and uh harmeet and i both blanked
113:46
on that so i'm gonna take that was on me
113:47
i should have had that list up
113:49
so it was deal with the birthwork
113:50
property deal with the walkway
113:53
some sort of expanded uh community room
113:55
space and then
113:56
uh some kind of interior consolidation
113:58
um you're good earthquake is important
114:00
we got to do something
114:01
you've gotta be comfortable to recognize
114:03
it yeah unanimous on the committee and
114:05
they heard that loud and clear i think
114:06
that was
114:06
um you know i think his um his goal is
114:10
to have this long-range plan
114:11
wrapped up for us by the end of this
114:12
year so that's you know they're they're
114:14
they've taken our information and

114:15
they're gonna they're gonna go work on
114:16
that and then they'll come back and meet
114:17
with the committee
114:18
and then that would come back uh to the
114:20
board so okay
114:22
is that for the first phase with that
114:24
remember how the upstairs offices have
114:27
those
114:27
stack holes in the middle of them
114:31
was is that part of the for phase one is
114:34
that
114:35
uh okay future phase unfortunately i
114:37
mean that's
114:38
uh so um you know if we if we are using
114:41
harmeet's
114:41
uh very gross terminology of of two
114:44
million dollars and that's just you know
114:46
army's got a great way to explain it two
114:48
ten fifty these are how projects fall
114:50
in that's how big the projects are right
114:51
so if we're talking about the two
114:52
project
114:53
um that absolutely does not include that
114:55
sort of major construction that would
114:56
involve the the redoing of the interior
114:58
library that would allow us to gain that
115:00
space upstairs
115:01
so um you know it's it's it would be a
115:03
great thing to have but when we look uh
115:05
when the committee and and our
115:07
architects looked at the things that the
115:09
community the community really said they
115:11
wanted
115:11
that they really said that they needed
115:13
um that's not
115:14
that's not one of those things so
115:18
that's probably because they haven't
115:19

seen it but that's that's another thing
115:21
too i mean to see it actually too is it
115:23
was uh
115:23
astounding but okay thank you yeah
115:29
okay great any questions comments
115:31
concerns from that
115:33
okay um don't yet have another committee
115:35
meeting date correct
115:38
not yet okay
115:41
okay uh phrase reopening
115:44
okay so just on page 38 i just wanted to
115:46
uh
115:47
quickly show this is a chart that was
115:49
put together by the new york state
115:50
library and the division of library
115:52
development which i was actually very
115:53
thankful for
115:54
they did a survey um of public libraries
115:57
across new york state and said you know
115:58
just where are you
115:59
what are you doing um you know and uh
116:02
so this is was actually very helpful to
116:04
me as we we looked at where we are what
116:06
you know what services are we offering
116:08
what are public libraries actually
116:09
offering across the state as a way for
116:11
us to
116:12
to benchmark i know what our close
116:13
neighbor libraries are doing but i don't
116:15
know what libraries are doing across the
116:16
state
116:17
so um you know i just think as you look
116:19
through
116:20
you know on-site meetings allowed
116:21
on-site programs still just a very small
116:23
percentage of libraries are offering
116:25
those
116:26
um about 25 of libraries are offering

116:29
uh access to tables and seating right so
116:32
uh yeah we're not offering that at all
116:33
yet right now about quarter of libraries
116:35
across the state are
116:36
then access to public pcs and to the
116:38
stacks about half we're offering one and
116:41
not offering the other one or offering
116:42
it in a very modified way right now
116:44
and then uh access to the circ desk and
116:46
access to the curbside and lobby service
116:48
so
116:49
um this i just thought was helpful and
116:52
it helped me
116:53
as uh you know we're reframing our from
116:55
our discussion trying to figure out what
116:57
um you know what's our what's our next
117:00
move
117:00
and where are the other libraries in new
117:01
york state uh who are in
117:03
similar situations to us looking at
117:05
their local communities and trying to
117:07
provide services to their communities as
117:08
well
117:10
yeah and i would ask the board also are
117:12
we hearing what are we hearing from the
117:13
community
117:15
i'm hearing still positives on on what's
117:18
done so far but
117:19
i haven't really heard anything about oh
117:21
we wish you were
117:23
open more hours or curbside was longer
117:26
or shorter i mean
117:28
i don't know if people hurt in the
117:29
community at all
117:32
the thing i hear most from people is and
117:36
it might be
117:37
you know the an age thing is just
117:40

needing um space for studying
117:43
yes yeah i i hear that a lot
117:49
i really wish the library had a table i
117:51
could use you know that kind of thing
117:55
i i would agree so yeah
117:58
there's just a lot of virtual students
118:01
home right now
118:02
um even college students not just uh
118:05
from school
118:06
but um but yeah the college students
118:08
that just have nowhere
118:09
to go study right right
118:14
it's the nature of the beast at this
118:15
point yeah
118:20
jeff uh the curbside lobby service
118:22
numbers i mean 30 of libraries
118:24
are not even offering that yes or the
118:27
thing is the way the survey was written
118:28
could it be
118:29
that some libraries skipped right over
118:31
that you know didn't do
118:33
curbside or lobby service may have just
118:35
waited and you know
118:36
like um we have some of these libraries
118:38
in the area
118:39
where the difference between curbside
118:40
service and just opening the front door
118:42
and letting someone step in and pick up
118:43
their book is
118:44
immaterial you know the library is small
118:46
enough they just
118:47
knock on the door if you want to come in
118:49
and we'll open it up and hand you your
118:50
book
118:51
so um
118:54
but yeah so i i think the numbers that i
118:57
i took as particularly interesting for
119:00
us with access to the circulation desk

119:02
that about half of libraries across new
119:04
york state still are not letting people
119:05
in the library i mean
119:06
for maybe perfectly valid reasons but
119:08
they're not letting people into the
119:09
library to
119:10
have actual access you know to check out
119:12
themselves that's
119:13
that's one of them and then access to
119:15
the stacks is even less than that there
119:16
are some people that
119:17
we could have done that we could have
119:18
had people come in and have access to
119:21
the
119:21
to the desk but then have close stacks
119:23
and we would have run around and gotten
119:25
books for them i just think by the time
119:26
we got there
119:27
we didn't feel that was necessary and
119:28
frankly aggregating people at a
119:30
circulation desk
119:31
is worse than letting them disperse
119:33
around the library and pick out their
119:34
own books right so right now that
119:36
actually keeps
119:37
the the number of people per square foot
119:40
down
119:41
if they're distributed out in the stacks
119:43
that's fine they come up and you know
119:44
and check out
119:45
either through the self checkout or at
119:46
one of the circulation desks and that's
119:48
why
119:48
if you come in there's three checkout
119:50
points where you could actually check
119:51
out with a human being
119:52
and that's to spread those lines out we
119:54

don't want people to be
119:56
um lined up tightly with each other we
119:59
wanted to keep them
120:00
separately
120:03
okay thanks yeah anyway there was just a
120:07
there was a great vacuum of information
120:08
on this and i i thought i found it very
120:10
helpful to me
120:11
as i was thinking about things and i
120:13
thought um it would be helpful to for
120:14
you to just understand
120:16
you know where we were with public
120:17
libraries in new york state that's
120:19
helpful so the next
120:20
piece would be this printer um
120:24
and then um see how that goes you know
120:27
trial period and then
120:28
you have a next after that or public
120:32
so the two so in uh so public pcs would
120:35
be
120:35
you know some uh a couple computers out
120:37
there for people to come in and access
120:39
and just do regular internet browsing
120:41
absent of printing you know we're trying
120:42
to separate those two things out from
120:44
each other
120:45
normally we try to have one station do
120:47
everything for everybody you know all
120:48
the stations are fully functional with
120:49
scanning and printing and everything
120:51
we're trying to separate those out to
120:52
separate those functions out a little
120:53
bit just to um
120:55
because the time needed to do each of
120:56
those things are different and we're
120:58
gonna have to clean
120:58
the stations off in between uh each use
121:00
so uh we've got that and then the

121:02
saturday hours
121:03
uh you know expanding to uh full day
121:05
saturday hours i think that
121:07
um per hour the density of people
121:10
is the highest on saturday that's our
121:11
that's our that's uh we had 154 people
121:14
in
121:15
last week um and a couple times we were
121:18
at the
121:18
the 20 limit and had to have people wait
121:20
um wait before they could come into the
121:22
library you know and that's not
121:23
great service we understand there's a
121:25
reason that we have limits on the
121:26
building
121:27
but that's that's not great if we could
121:29
extend those hours i'm hoping
121:31
that that pileup that happens right at
121:32
one o'clock would be
121:34
less than just people who want to come
121:35
in earlier can come in a little bit
121:37
earlier
121:37
yeah once that once everything gets
121:39
rolling it's actually pretty smooth
121:41
but if you have something that causes an
121:43
artificial pile up then it takes a while
121:44
to work your way through that pile up
121:46
so okay we're not experiencing that at
121:49
all during the week
121:50
we're we haven't um maybe on a friday
121:53
which is our busiest per hour day uh now
121:56
in person
121:57
you might get for a second someone has
121:59
to wait before someone you know they can
122:00
go on in the library
122:03
and then just to continue that
122:04
discussion i think last month
122:08

last month i think we had a little bit
122:10
different thought that we were going to
122:11
focus first on
122:13
saturday and sunday hours before the
122:15
computers
122:16
but in the interim we've had some issues
122:18
with
122:19
people being out with covered things
122:22
not illness but just needing time
122:25
yeah i'm super grateful that we have not
122:28
had uh covet case among the staff at the
122:30
library yet but
122:31
um so the the not this last week but the
122:34
week before that i was actually
122:35
quite shaken um by the number of people
122:38
who had to be out
122:39
um you know there were a person their
122:42
house was under quarantine you know we
122:43
know that bethlehem had a little spike
122:46
locally so we're not immune to that uh
122:49
and
122:50
you know we had to have people um you
122:52
know four or five people out at any
122:53
given time for these sort of covet
122:55
adjacent reasons
122:57
um that made this inexorable march
123:01
towards uh more opening and more hours
123:03
uh made me realize quite what a house of
123:05
cards one of the things you asked me to
123:06
do was prepare
123:07
our minimum staffing levels as we looked
123:09
for saturday and sunday my reaction is
123:11
to
123:11
to those two temp positions that we have
123:14
to try to put more people
123:15
where we need them on those hours and um
123:18
but
123:19
but we realized how close we were to the

123:21
vest
123:22
um you know for both circulation and
123:25
public services you know if we had a
123:26
couple key people out
123:28
where um
123:31
we had started to move away from having
123:33
um
123:34
folks in in like the it department or
123:36
the administration staff
123:37
covering circulation functions you know
123:39
running uh books out to the library me
123:41
uh some other folks doing those works
123:43
um and we're not gonna be able to get
123:45
away from that anytime soon it's not the
123:46
end of the world
123:47
it's just uh you know all those other
123:49
things that
123:51
i'm supposed to be doing and the folks
123:53
in i.t are supposed to be doing and the
123:54
folk the admin people
123:55
are supposed to be doing then stop as we
123:57
focus on our core which is
123:59
making sure we're getting books into
124:00
people's hands but that's um you know as
124:02
we have more people out
124:04
we have to pull you know i'm happy that
124:05
we have those resources to pull in
124:07
and and we keep that we keep everything
124:08
functioning but it's um it made me
124:10
realize
124:12
literally there's a lot more risk there
124:14
than i i think maybe i was acknowledging
124:16
so okay
124:19
well thank you for keeping us in the
124:21
loop on all that background
124:23
information but i still think sunday um
124:25
you know sundays and saturday mornings
124:27

might happen um in closely in tandem
124:30
with each other if we can get the
124:31
staffing in place for those
124:33
um without pulling too many people from
124:35
during the week
124:36
um then that's that's my goal is to to
124:38
open up because i know those hours would
124:40
be popular
124:40
so yeah yeah
124:44
okay sounds good any other questions
124:46
concerns comments
124:49
and you mean on this issue or additional
124:52
old business i'll first tell this issue
124:53
and then go to a other old business okay
124:57
not on this issue no okay then any other
125:00
comments on this issue
125:02
all right charming uh on not on separate
125:06
issues i think i'm still the only person
125:08
on the personnel committee
125:09
so um before something comes up
125:13
before you need the committee i'm again
125:14
asking someone uh with some experience
125:17
to join me on that if that in fact i am
125:18
the only person on the personnel
125:20
committee that would be helpful
125:21
um i also know the policy committee and
125:24
we've
125:25
we put some we made some tentative
125:27
revisions to some policies i'm not sure
125:28
how those get queued up for the rest of
125:30
the board
125:31
right for approval or review
125:34
yep that's me i'll okay we'll get back
125:37
on that apology
125:38
okay and then if there's any others that
125:41
you feel
125:42
um should be you know continuing the
125:44
phases of going through anything that

125:46
needs to be um because i think those
125:48
discussions were helpful and i just
125:50
wasn't sure if there were other things
125:51
that just need to be moving through in
125:53
terms of policies
125:54
yeah so i've got just generally speaking
125:56
uh christine mcginty is focusing right
125:58
now
125:58
on updating um looking at a number of
126:01
our policies including the staff
126:02
handbook
126:03
we've been looking at and that needs to
126:05
that will go to the policy that's
126:07
going to be a major review a major
126:08
revision uh there's a lot involved in
126:10
the staff handbook and then
126:11
a number of other policies so we there's
126:14
enough work for the policy committee
126:15
there and it will be more of a question
126:17
of prioritizing
126:18
um which of those policies we want to
126:19
take a look at first and where we're
126:21
going to focus your energies
126:22
yeah and then just the last thing i have
126:24
is um is there an update on
126:26
the i think or maybe i just forgot the
126:29
awning or what we're calling it between
126:30
the loading dock and the
126:32
um curbside is there yeah so uh there is
126:35
the uh the update is
126:37
we're not we're not gonna move forward
126:38
with that um the the
126:40
the type of awning we we got to have we
126:42
was not going to be able to be installed
126:44
before the spring right right i remember
126:45
that part so what we're doing instead
126:47
um talking to the maintenance uh
126:49

supervisor
126:50
we have ordered extra melt mats that we
126:53
use uh in the front you know we use um
126:55
the
126:55
electric mats that melt the ice and keep
126:58
that safe so we kind of have a t-shape
127:00
out uh if the weather were to get really
127:02
inclement
127:03
um we would collapse down to sort of
127:06
spot two and three for curbside pickup
127:07
those two metal spots
127:09
and we would have that that area cleared
127:11
of um
127:12
of snow with those mats and then at that
127:14
point because
127:15
the maintenance staff are the staff
127:18
members that are queued up to go outside
127:20
they would be the be the final delivery
127:23
so it would be the circulation
127:24
staff would deliver to the main staff
127:25
and the maintenance staff because
127:26
they're
127:27
you know coats and boots and they're
127:28
ready to go outside they would be doing
127:30
the final delivery out to the cars
127:31
so thank you not an ideal use of them
127:34
but i think
127:35
um safer you know safe safer to do you
127:38
know we had
127:39
um it was safe we didn't have any snow
127:41
but we had staff members running in and
127:42
out you know your
127:44
coats on and off all day long um popping
127:47
out of the back
127:48
as they're running books out back and
127:50
forth absolutely possible
127:52
absolutely abnormal so the bobcat
127:55
i got the bobcat bobcat to deliver it

127:58
drones
127:59
drones right robots exactly yeah
128:03
yeah i just i thought i keep uh
128:07
three months ago me really thought that
128:08
as we opened up the library the demand
128:10
for curbside would drop and that is
128:12
just not the case so
128:16
people love that curbside curbside
128:18
people love it yeah
128:22
okay any other old business any other
128:25
issues
128:26
people want to discuss tonight otherwise
128:28
we'll
128:29
do a um another public participation
128:31
check
128:34
thanks for the reminder mark sorry
128:36
usually i have that queued up
128:40
nothing okay great so i'll
128:43
call for also for adjournment then so
128:46
moved
128:48
second okay great all's in favor
128:52
you oppose okay motion carried the
English (auto-generated)