

TOMPKINS COUNTY PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES
February 25, 2008

TCPL Board members present: Henrik N. Dullea, President; Eric Acree, Tom Colbert, Susan Currie, Michael Hall, Rochelle Proujansky, Michael Stamm, John Vineyard.

Board members absent: Richard Driscoll, Nathan Fawcett, Barbara Page, Marcy Rosenkrantz,
Nancy Schuler, David Weil

Also present: Janet Steiner, Library Director; Rosie Rice, Assistant Director; Suzanne Smith Jablonski, Executive Director, TCPL Foundation; Michelle Benjamin, Principal Account Clerk/Typist; Carolyn Brown, Library Clerk; Jon Long, Circulation Department Head; Sarah Glogowski, Adult Services Librarian II; Michael Sigler, liaison, Tompkins County Legislature; Emily Stamm, guest.

Meeting convened at 4:06 P.M.. In the absence of a quorum, non-action items were taken first.

Board President Dullea extended a warm welcome to Susan Currie, who was officially appointed by the County Legislature. Ms. Currie is Associate Director of Libraries at Binghamton University, a resident of Ithaca, and was previously the Director of Resources and Planning, Cornell University Libraries.

PUBLIC COMMENTS -- none

Proujansky commented positively on the sign at the entrance to the library announcing the time of the trustee meeting and noting that it is open to the public. The sign is large and will be displayed each month on the day of the board meeting. The schedule for the full year is displayed on the kiosk at the entrance of the library.

COMMUNICATIONS

There was a discussion on the communication from Cornell Vice-Provost Michele Moody-Adams regarding the request by the library to have a representative from the library included in the selection of the book for the New Student Read

Project. Dr. Adams, in her letter, made it clear that this was an academic decision first, requiring wide representation on campus in the selection of the title. The professional staff is concerned that this year's selection may be a problematic choice for the audience that our library serves. Library Director Janet Steiner said that staff is considering offering an alternate title for the community -- a book which would be complementary in theme. The board was supportive of relying on the expertise of the professional staff to make this decision and, if an alternative title is to be selected, to communicate the decision in a way that preserves the strong working relationship between the Tompkins County Public Library and Cornell University.

At 4:18 Tom Colbert arrived and a quorum was now present.

APPROVAL OF THE AGENDA

The Agenda was amended as follows:

Add DOC 08-34, minutes from the Technology Committee, and DOC 08-32, substitution from the Nominating Committee. An Executive Session will be added toward the end of the meeting.

MOTION by Proujansky to approve the additions to the agenda, seconded by Hall; and carried unanimously.

Minutes - January 22, 2008

MOTION by Proujansky to approve the minutes of January 22, 2008, seconded by Hall; and carried unanimously with one minor correction.

Audit of Bills - January and February 2008

Dullea distributed a summary document of January and February 2008 expenses to be approved, with Michelle Benjamin offering a brief description of those expenses.

MOTION by Dullea, "I, President Henrik Dullea, in keeping with New York State Education Law, certify that I have reviewed all vouchers presented for payment, and that all disbursements are within the approved operating budget of the library,

and therefore recommend that the Board of Trustees approve for payment January and February 2008 bills in the amount of \$143,766.66, listed in Abstracts 4, 5, 6, and 7". Carried unanimously.

Approval of 2007 and 2008 Budget Amendments

Michelle Benjamin presented final budget amendments needed to close the 2007 fiscal year. The majority of amendments were due to additional restricted gifts being transferred from the Tompkins County Public Library Foundation. The Foundation will now be transferring all gifts in the year received to the Library, even if intended for use in the following year.

MOTION to adopt by Hall, seconded by Colbert; carried unanimously.

Michelle Benjamin presented budget amendments to adjust fiscal year 2008. The majority of amendments were needed in order to carry over unexpended funds from the 2007 budget which were intended for a specific purpose, and to adjust for the new Foundation policy of transferring gifts in the year received. With the combination of gifts from Mr. Arthur Kuckes and Senator George Winner, the needed funding to open on all scheduled Sundays for 2008 is secured.

MOTION to approve by Stamm, seconded by Proujansky; carried unanimously.

Proposed Policy on Delinquent Accounts

Proujansky was asked by Rosenkrantz to propose, on behalf of the Library Services and Policy Committee, that delinquent accounts over \$25 be sent to a collection agency, with an added fee of \$15. This is the current policy and practice which has never been formally adopted by the Board of Trustees.

MOTION to approve by Proujansky, seconded by Vineyard; carried unanimously.

Proposed change in policy relating to charging patrons for library cards

The Library Services and Policy Committee recommended that Schuyler County residents no longer be charged for library cards.

MOTION to approve by Proujansky, seconded by Vineyard, carried unanimously.

FOUNDATION REPORT DOC 08-22 - Smith Jablonski

Foundation Executive Director Suzanne Smith Jablonski presented an overview of Foundation history and activities.

The Foundation started in 1993 with funds from past bequests and investment accounts. From 1996 to 2007 the Foundation raised over \$4 million in gifts and pledges. Eight hundred donors give each year. In 2007, seventy-five percent of the gifts came from eight percent of the donors. The bulk of the funds raised come from major gifts of a thousand dollars or more. There are thirteen separate endowed donor funds, one for staff development, one for youth services, and the remainder for the collection; more are expected. The major fund-raising for unrestricted contributions is accomplished through the May luncheon and the fall annual appeal.

Colbert asked how the library's message resonates, and is the appeal affected by what the library is doing. Smith Jablonski said the appeal results have been flat, and could be invigorated for greater results. The broad mission of the library is strength: the library serves all ages where other agencies target specific audiences or problems. However, it is difficult to illustrate the message because we do not track growth and improvements. In addition, fund raising is made difficult by the public perception that the institution is already publicly funded. Public agencies that are successful in fundraising have clear lines between what is publicly funded and what is privately funded, with the latter most often being enhancements.

Dullea thanked Smith Jablonski and the Foundation for the significant contributions that enable the library to carry out programs that we would not be able to undertake without Foundation support.

DIRECTOR'S REPORT DOC 08-23

Questions were raised regarding funds for KDT (Kids Discover the Trail) and costs exceeding the amount allocated. This program is not intended to be a burden on the participating institutions. Each institution may request funds based on need and the amount given is not identical for each Discovery Trail site. In the most recent meeting of the Discovery Trail Board of Directors, this topic was discussed and the library was encouraged to request additional funds if needed.

MLK Freedom Trail. Acree asked what the goal is. Steiner said while there are a wide range of opinions and ideas, she believes that that the task force is charged with implementing a physical MLK Freedom Trail. At the first meeting of the implementation committee, sub-committees were formed to identify specific local historical sites on the trail, signage and funding. The library is expected to play a key role providing more in depth information and education about the work of Dr. King.

Dullea expressed his appreciation to Steiner and Wheeler for the excellent media coverage on radio and in the Ithaca Journal. Steiner pointed out that Wojnowski's report shows very active youth services programs. Acree's program, "A Generational Approach to the African American Experience", a panel discussion, was excellent, with the audience lingering long after the program was over. Cornell President David Skorton and Dr. Robin Davisson will speak on "Books in Our Lives" at the library on March 9th. Cornell will videotape the event for broadcasting on their website.

HL&W are in their final stages for the new library brochure. HL&W will present their report to stakeholders on March 13th from 3-5. All Board members are invited. QPK is back on track analyzing space needs for the next fifteen years.

PRESIDENT 'S REPORT - Dullea

Dullea expressed his appreciation to Acree for the terrific program. It was lively, interactive, informative, and a treat for us to listen to the panel and the audience members.

A discussion followed on whether trustee home addresses and email addresses should be posted on the library website so that the public can contact individual members directly. Board members were opposed to including personal addresses and email on the website, but felt that a trustee email address would allow patrons to address their comments to the Board. Patrons may also send written comments for the Board through the mail to the Library.

COMMITTEE REPORTS

Minutes from the committees are included in the packet.

LIAISON REPORTS

FRIENDS REPORT - Steiner

Steiner recently spent three hours talking informally with Friends at the booksale site. The Friends group will meet with library selectors this week, an annual event which helps keep communication clear between the two organizations.

COUNTY - Sigler

Sigler reported that he is still working on money for the Lansing Community Library.

The County is interviewing final candidates for the county administrator. New assessments are out and he is expecting to receive complaints.

FOUNDATION- Proujansky

Proujansky reminded everyone that the Foundation is counting on Board members to serve as table hosts at the Inside Story Lunch on May 15th, from twelve to one o'clock.

EXECUTIVE SESSION

At 5:41 Hall made a motion to go into executive session for the purpose of discussing collective bargaining issues and personnel issues, seconded by Stamm, carried unanimously.

The Board came out of executive session at 5:57

Proujansky moved to recommend to the County Legislature the appointment of Christine Sanchirico to the Board of Trustees for a three year term. Seconded by Vineyard; motion carried unanimously.

ADJOURNMENT

Proujansky moved to adjourn, seconded by Vineyard, carried unanimously. Meeting adjourned 6:02 p.m.

Recorded by Rosie Rice
Assistant Library Director

Endorsed by Thomas Colbert
Secretary of the Board