

TOMPKINS COUNTY PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES
January 22, 2008

TCPL Board members present: Henrik N. Dullea, President; Tom Colbert, Richard Driscoll, Nathan Fawcett, Michael Hall, Barbara Page, Rochelle Proujansky, Marcy Rosenkrantz, Nancy Schuler (left early), John Vineyard, David Weil
Board members absent: Eric Acree, Michael Stamm

Also present: Janet Steiner, Library Director; Rosemarie Rice, Assistant Director; Suzanne Smith Jablonski, Executive Director, TCPL Foundation; Carolyn Brown, Library Clerk; and Jon Long, Circulation Coordinator.

Meeting convened at 3:40 p.m. President Dullea outlined his intention to focus most of the meeting on the Board Accountability Statement.

APPROVAL OF AGENDA. With the addition of Document 08-14, minutes of the Finance and Personnel Committee of January 21, the agenda was approved.

PUBLIC COMMENTS—None.

COMMUNICATIONS. The library director reported that Lansing had returned a signed declaration that they meet the minimum standards as requested by TCPL and that they would be using TCPL for library services during the first part of the year. No communication of intent has been received from the Caroline library.

MOTION BY Driscoll, seconded by Rosenkrantz to approve the Minutes of December 18, 2007, with one minor revision. Approved unanimously.

MOTION by Fawcett, " On behalf of the Finance and Personnel Committee and in keeping with New York State Education Law, I certify that I have reviewed all vouchers presented for payment, and that all disbursements are within the approved operating budget of the library. I therefore recommend that the Board of Trustees approve for payment 2007 bills in the amount of \$112,174.83 as outlined in abstracts 38 and 39." Approved unanimously.

MOTION by Fawcett, "On behalf of the Finance and Personnel Committee and in keeping with New York State Education Law, I certify that I have reviewed all vouchers presented for payment, and that all disbursements are within the approved operating budget of the library. I

therefore recommend that the Board of Trustees approve for payment of 2008 bills in the amount of \$85,206.82 as outlined in abstracts 1, 2 and 3." Approved unanimously.

MOTION By Rosenkrantz, seconded by Fawcett, to approve the 2008 Fundraising and Giving Opportunities proposals as outlined in Document 08-03, with the addition of a naming opportunity for the rotunda. Steiner stated that this list is created once the 2008 budget is adopted and includes items which are not in the 2008 budget, or that could be underwritten by a sponsor. Smith Jablonski said that having this list adopted in January fits into the Foundation's fundraising cycle. The distribution of the list is controlled, used primarily with individual donors, and as a guide for grant applications. Approved unanimously.

FOUNDATION REPORT Smith Jablonski reported that the Foundation had exceeded its 2007 fundraising goal. She lauded the generosity of donors Art Kuckes and Martha Wright, and thanked the Foundation board members for their hard work. Smith Jablonski invited trustees to serve as table hosts for the Foundation's May fundraising luncheon, and asked trustees to let her know what kind of information they would like to receive in future reports.

DIRECTOR'S REPORT Steiner pointed out the statistical report for 2007 was the end of the year report and that one additional highlight of the year was the increase in the number of volunteer hours.

PRESIDENT 'S REPORT President Dullea presented his 2008 committee assignments.

COMMITTEE REPORTS No verbal reports.

LIAISON REPORTS

Friends. Fawcett said that the booksale site was in the process of being moved from a warehouse designation to a merchant class by the Fire Department, which will result in a recalculation of the occupancy limit. Rosenkrantz reminded board members to sign up for a shift at the spring booksale.

EXECUTIVE SESSION. The board moved into Executive Session for the purposes of discussing collective bargaining issues and personnel matters. At 4:55 p.m. the board came out of Executive Session. On behalf of the Nominating Committee, Proujansky moved to recommend Susan Currie to the Tompkins County Legislature for a three year appointment to the Board. Approved unanimously.

BOARD ACCOUNTABILITY STATEMENT. Following a short exercise designed to help board members become better acquainted with each other, President Dullea thanked both the By-laws Committee and the Library Services and Policy Committee for their work in developing a draft TCPL Board Accountability Statement. Following the outline of the document, comments and suggestions were made regarding the purpose of such a statement; the definition of board accountability; fiscal integrity; quality; board performance; and director assessment and compensation. Suggestions and comments included the following:

- Be more proactive in informing the public and staff about board meetings
- Be mindful that the board speaks with one voice
- Consider having an annual meeting in which the library reports to the public and gathers opinions and input
- Strive to complete the Disaster Recovery Document by March
- Continue to invite staff to make presentations to the board
- Consider inviting an outside review team to evaluate the library
- Consider conducting a self-evaluation of board performance
- Make references to other documents and links, with a statement that this policy does not supersede law or regulations

Marcy requested that all suggested changes in language be sent to her by January 31. The intention of the board is to adopt the statement, as revised, at its February meeting.

Meeting adjourned at 6:10 p.m.

Recorded by Janet Steiner
Library Director

Endorsed by Thomas Colbert
Secretary of the Board