

TOMPKINS COUNTY PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES
MARCH 22, 2011

TCPL Board members present: Marcy Rosenkrantz, Acting President; Aloja Airewele, Gwen Glazer, Lara Litchfield-Kimber, Peter McCracken, Nancy Schuler, John Vineyard, Martha Walker

Board members absent: Michael Stamm, Cynthia Nicholson (on leave of absence until April 2011), Eric Acree, Michael Hall, Christine Sanchirico, Bruce Ryan

Also present: Susan Currie, TCPL Director; Rosemarie Rice, Assistant Director; Michelle Benjamin, Business Manager; Mary E. McKeon, Senior Typist; Michael Lane, Tompkins County Legislature

Meeting convened at 4:02 p.m. A quorum was present. Susan Currie introduced Mary McKeon as the new Senior Typist and announced Jean Stewart's new position, as Principal Account Clerk. Currie explained why the original Agenda was revised; to reflect the addition of the TCPL Budget.

APPROVAL OF AGENDA DOC 11-14

MOTION was made to approve the agenda. Carried unanimously.

PUBLIC COMMENTS

None

PRESENTATION BY MICHELLE BENJAMIN

Susan briefly spoke about the budget and introduced Michelle who gave an in-depth view of the budget and the status of the Library's fund balance. Michelle distributed spreadsheets showing in detail the amendments to end fiscal year 2010 and begin fiscal year 2011. Michelle continued by reviewing the final December

2010 monthly statement to explain the library's operating budget and how it is utilized and allocated. She noted and explained shortages and overages for fiscal year 2010 in both revenue and expenditures. A spreadsheet was distributed detailing how the amendments, and the shortages and overages, had affected the Library's fund balance. A brief discussion of expectations for the 2012 budget ensued.

ACTION ITEMS

APPROVAL OF FEBRUARY 22, 2011 DRAFT MINUTES DOC 11-15

Nancy Schuler mentioned a misspelling in the minutes and a correction in the February 15th minutes of the Community Relations and Outreach Committee. With those corrections **MOTION** was made by Airewele, seconded by Lithcfield-Kimber, to approve the minutes of February 22, 2011. Approved unanimously.

APPROVAL OF BILLS

"I, Treasurer John H. Vineyard, 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 payment of February and March 2011 bills as outlined in Abstracts 7, 8 and 9, in the amount of \$135,168.41. Approved unanimously.

2010 Recommended Final Budget Amendments

MOTION to approve the 2010 Recommended Final Budget Amendments. Approved unanimously.

2010 State Annual Report

MOTION to approve the 201 State Annual Report. Approved unanimously.

FOUNDATION REPORT

In the absence of Suzanne Smith-Jablonski, Susan Currie spoke about the feasibility study and the next steps.

Currie will meet with them in April to discuss the study further.

DIRECTOR'S REPORT

Currie met with a group of graduate students in Professor Ressler's class. The group will conduct a benchmarking. They will collecting the following data about other similar sized public libraries:

- Size of staff and collections
- Size of County
- Circulation
- Downloadable books
- Social media

Currie will meet with them in April to discuss the study further.

Currie explained the 2010 State Annual Report. National statistics can be accessed on-line, Currie will provide board with link and password. New York State funding has decreased over the years. Currie explained how the Library Development Aid and Central Book Aid is put to use.

Currie states that this will be a difficult year. A brief discussion about staff changes within TCPL and FLLS, resources, programs and equipment replacement followed.

Currie has focused this year on outreach activities to keep the community aware of the value of the library.

Assistant Director Rosie Rice announced the theme for the Ithaca Festival Parade this year will be "MidSummer Night's Dream". The first planning meeting was today. TCPL will be marching with the Discover Trail.

Rice reviewed the Critical Incident Reports. She also informed the board that Polaris was updated to 4.0

PRESIDENT'S REPORT

No report.

COMMITTEE REPORTS

1. Technology - Did not meet
2. Library Services & Policy
 - a. Minutes of March 2, 2011
3. Finance & Personnel
 - a. Minutes of March 16, 2011
4. Community Relations & Outreach Committee
 - a. Minutes of March 15, 2011
5. Library Art Acquisitions Committee
6. Nominating Committee
 - a. Minutes of March 16, 2011

LIAISON REPORTS

Friends - Rosenkrantz reported that 90 people attended the Paula Poundstone Reception and that Poundstone is the national spokesperson for the Association of Library Trustees, Advocates, Friends & Foundation (ALTAFF) of the American Library Association. Rosenkrantz strongly encouraged board members to attend the events with the Foundation and Friends since they are the major fund raising effort.

Rosenkrantz reminded everyone that the Book Sale will be May 7 - 9, 14 - 16, and 21 -24. Also, the Library Leaders Circle Reception will be Saturday at 1:00 pm (June 16, 2011).

Legislature - Michael Lane spoke briefly about the tax cap and the mandates of health insurance and pension plans and how they consume a major portion of the budget. He commented on how Currie has streamlined the organization as much as possible.

MOTION to adjourn was made by Vineyard, seconded by Schuler at 5:46 p.m.
Carried unanimously.

Recorded by Mary E. McKeon
Senior Typist

Endorsed by Eric Acree
Secretary of the Board