

TOMPKINS COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
AGENDA
Tuesday, March 25, 2025 – 4:00pm
BorgWarner Room

- A. Call to Order
- B. Approval of the Agenda DOC 25-15
- C. Public Comment
- D. Consent Agenda
 - 1. Approval of Library Staff Hires and Promotions, 2022-2025 DOC 25-16
 - 2. Approval of Board Minutes from February 25, 2025 DOC 25-17
- E. Action Items
- F. Audit of Bills – Operating Budget in the amount of _____
- G. Reports
 - 1. President
 - 2. Vice President
 - 3. County Liaison – Rich John
 - 4. TCPL Foundation – Kerry Barnes
 - 5. Friends of the Library – Nina Scholtz
 - 6. March Staff Report DOC 25-18
 - 7. February Monthly Statements+ DOC 25-19
 - 8. Executive Session Minutes+ DOC 25-20
 - 9. Finance & Personnel Committee Minutes 03/18/25+ DOC 25-21
- H. Executive Session with Staff to discuss confidential personnel matters
- I. Adjournment

NOTE: To expedite the routine business of the Board, please email boardpresident@tcpl.org with any questions you have about the agenda at least 24 hours prior to the board meeting.

† Documents not available, will be sent on Monday

TOMPKINS COUNTY PUBLIC LIBRARY Board of Trustees Public Comment Policy

The purpose of this policy is to allow interested parties representing various points of view an opportunity to present their views, while permitting the Board to conduct their meeting in an efficient and effective manner.

Public comments are permitted during the public comments portion of the meeting agenda.

The Board President determines the order in which speakers are recognized.

When recognized by the Board President, a person may speak a maximum of three minutes. Speakers may not speak a second time. The Board President may grant a request to address the Board during other portions of the meeting.

Speakers must share their name and, if applicable, the name of the group they are representing.

Comments shall be brief, to the point, and about library business only. Personal attacks on Library Board Members or staff members will not be tolerated, nor will language that is considered offensive, harassing, or profane.

The Board shall not be compelled to act on any presented items.

Meeting minutes are a formal record of the Board's discussion and actions. As such, speaker requests to introduce written statements or correspondence into the existing record cannot be honored; written materials presented to the Board during the meeting will be included in the Library's files rather than the minutes. A list of those who speak during the public comments portion of the meeting agenda will be included in the minutes.

Approved by Board of Trustees 03/27/18. Revised and approved 2023.

Approval of Library Staff Hires and Promotions, 2022 – 2025 to date

2/21/2023 Sasha Raffloer, Page/ 12/4/2023 Library Assistant
 3/20/2023 Olivia Haring, Page
 3/20/2023 Melisa Crumrine promoted to Sr. Library Clerk -12/4/2023 Melisa Crumrine promoted to Library Assistant
 6/12/2023 Jeremy Jordan, Librarian I, promoted to Librarian III 1/3/2023, to Librarian I
 4/22/2024
 5/23/2023 Kate Devoe permanent Librarian III
 6/12/2023 Kat Savage, Librarian I, 1/3/24, promoted to Librarian III
 10/3/2023 Gabriel Boloix Vera, Page
 10/17/2023 Shelby Buche, Library Clerk
 12/4/2023 Steven Paling, Library Assistant, promoted to Librarian I 6/10/24
 1/23/2024 Sam MacQueen, Library Clerk
 2/16/2024 Katylyn Dedrick, Library Clerk
 2/19/2024 Alison True, Page - Promoted to Library Assistant January 2025
 2/26/2024 Makayla Corrigan, page
 2/28/2024 Yamilka Portorreal, Page
 4/30/2024 Beatrice Fenyes-Gartenberg, Page
 7/8/2024 Judd Karlman, Librarian III
 7/8/2024 Tonya VanCamp, Business Manager
 7/10/2024 Mildred Stephenson, Librarian I
 1/6/2025 Brian Sasser, Communications Manager
 1/7/2025 Julia Calagiovanni, Library Assistant

TOMPKINS COUNTY PUBLIC LIBRARY
DRAFT MINUTES OF THE BOARD OF TRUSTEES
FEBRUARY 25, 2025

TCPL Board Members Present: Kathy Weinberg, President; Lis Chabot, Darrell Long, Shelly Wong, Christina Brewington, Nina Scholtz, Jason Moore, Mimi Townsend, Sarah Clausen

Also Present: Leslie Tabor, Director; Tonya VanCamp, Business Manager; Kerry Barnes, TCPL Foundation Executive Director; Mary McKeon, Administrative Manager; Judd Karlman, AS Dept. Head; Brian Sasser, Communications Manager; Anthony Elia, Library Counsel; Rich John, County Legislator; Susan Currie, County Legislator

With a quorum, the meeting convened at 4:03 p.m.

CALL TO ORDER

APPROVAL OF AGENDA DOC 25-08

A **MOTION** was made by L. Chabot and seconded by J. Moore to approve the agenda. Approved unanimously.

PUBLIC COMMENT

The following attended the meeting and addressed the board:

Peter Wissoker
Alex Pasqualini
Jeremy Jordan
Kelly Doolittle
Chelsea Roberts
Rebecca Costello
Richard Entlich
Deidre Silverman
Btitta Lee
Shelby Buche
Jane Globman
Sheryl Swink
Justine Modica

APPROVAL OF JANUARY 28, 2025 MINUTES DOC 25-09

A **MOTION** was made by J. Moore and seconded by D. Long to approve the minutes. Approved unanimously.

APPROVAL OF AMENDED BOARD MINUTES FROM NOVEMBER 19, 2024 DOC 24-84

A MOTION was made by N. Scholtz and seconded by D. Long. Approved unanimously.

APPROVAL OF THE NYS ANNUAL REPORT DOC 25-10

Approved unanimously.

APPROVAL OF TRUSTEE CANDIDATES

Approved unanimously.

APPROVAL OF THE BILLS

I, Treasurer, Lisabeth Chabot, in keeping with New York State Education Law, certify that I have reviewed payroll #3 dated 2/6/25 and #4 dated 2/20/25 totaling \$125,465.89. 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 February 2025 bills in the amount of \$288,898.76 as listed in Abstracts #4, #5 and #6.

DIRECTOR'S REPORT

I'm still celebrating the success of our spectacular large events since the new year:

- Over **340** people attended our Lunar New Year Lion Dance event, with over **500** people total participating in our Lunar New Year programming. The year of the snake is one for the record books!
- **100+** people came to the Library to hear Pulitzer Prize-winning author Jonathan Eig talk about his book *King: A Life*. Another **250+** people have watched online and clips from the event have reached more than **2,000** people.
 - We garnered strong local coverage, including several Ithaca College students who wrote an outstanding article for [The Ithacan](#). Writer Kaleigh Banda has offered her time as a Foundation volunteer to support Brian!
 - I was very moved by this quote from Jon: *"It's amazing to walk into a library and see every seat filled," Eig said. "I think it's a sign that people really have a great hunger for moral leadership. They want to hear stories about leaders who were not in it for themselves or money or in it for fame. King is really somebody who speaks to our highest ideals. And I think there's a real yearning for that today."*
 - Jon was especially complimentary of our promotion of his event, saying "The event was everywhere – I saw it everywhere!" Great job, Brian!

PRESIDENT'S REPORT

K. Weinberg urged the trustees to read "Top Ten Risk Management Exercises For Governing Boards of Libraries". Weinberg also reminded the trustees to fill out the Conflict of Interest form.

LIAISON REPORTS

County- R. John will follow-up on the bylaws. 2025 the legislature decided to have two liaisons, Susan Currie will now be joining us.

Foundation – More than 100 people came to TCPL to hear Pulitzer Prize-winning author Jonathan Eig speak about MLK and his book, “King: A Life.” As of this moment, 250 people have watched the program online, in spite of audio difficulties during the live webstream that night. Two groups of journalism students from Ithaca College representing the Ithacan newspaper and ICTV attended and reported. <https://theithacan.org/59272/news/pulitzer-prize-winning-author-speaks-at-tompkins-county-public-library/>

Big thanks to Friends board members Jay Janowsky and Bruce Need and Trustee Mimi Townsend for volunteering their services as greeters/ ushers, and to everyone who came out on a cold February Monday evening to meet Jonathan or watched from home.

The donation kiosk, “Ezra Coin-nell” was present at the Eig event and is currently on the library floor, near where the old self-check machines used to be until we figure out power source issues to give him a more prominent space on the Avenue of the Friends. You may notice that there is a camera attached- it is deactivated as we did not opt for the “photobooth” feature on this model. It will be covered to prevent any misunderstandings. Please check him out when you’re in the Library and share any feedback you have for us about him. We will continue to refine the layout and design and any glitches in the code.

Upcoming Foundation events include our next Silent Reading Party, taking place on Sunday, March 30th in the afternoon, most likely at Liquid State Brewing. READATHON 2025 will be taking place on Saturday, May 3rd. This year’s READATHON will be an in-person event at the Library and will feature both live readers and prerecorded videos.

We are also wrapping up our audit.

Friends – The Friends are in the spring sale cycle, regular donations are coming in, usually lighter in the spring. Donations are Tuesday, Wednesday, Thursday and Saturday 9:00 – 12:00.

MOTION to adjourn meeting by D. Long and seconded by J. Moore at 5:14 p.m. Carried unanimously.

EXECUTIVE SESSION

A **MOTION** was made by S. Wong and seconded by C. Brewington to move into Executive Session at 6:15pm . Approved unanimously.

A **MOTION** was made by D. Long and seconded by L. Chabot to adjourn Executive Session at 6:00pm. Approved unanimously.

Minutes by Mary McKeon
Administrative Manager

Endorsed by
Secretary

MARCH MONTHLY STAFF REPORT

Adult Services

Judd Karlman

Adult Services Department Board Report March 2025



Cady Fontana helping Phelan find resources on ambushing mice on swift and silent wings (just kidding, we'd never discuss a patron's information requests in a public report; Phelan's reference questions are safe with us).

On the Shelves

The Technical Services team added **1,073 physical** items to the collection in the month of February.

Owls and Art!

The artists from our current exhibit in the avenue, the Guild of Natural Science Educators, presented a illustration event which included a multitude of specimens from the natural world to draw, as well as living insects and two owls! The owls were accustomed to attending educational events, and were happy to be pet by children and adults alike. Over **110 patrons attended**, and most stayed to work on illustrations.

MakerSpace on the Move

March saw the beginning of **4 additional Makerspace open hours**, increasing our weekly offering from **12 to 16 open hours!** Already we're welcoming individuals who have a hard time attending in the evenings, increasing our accessibility of the service. Kat Savage and Kate DeVoe's guidance has been a key component in turning the community-building that has been done in the MakerSpace into more scheduled programming hours on the calendar with back-ups in place to avoid cancelled programs.

Cady and Meghan visited McGraw House to offer a "Maker on the Move" session in which they led **6 residents** in creating butterfly themed collages using discards from our magazine collection. While folks started off nervous about their art making abilities, at the end all were succeeding and laughing. The program coordinator shared that residents had displayed their art on their doors! Since then, one resident has started to attend open hours, and is so happy to be able to access a sewing machine that works.

After having a one-on-one session to brush up on the skills needed, a patron embroidered patches to distribute to their community in honor of a friend who had recently passed away. The patron said, "I went from no knowledge to designing and making a patch in one week!"

Statistics

In two 75-day periods, October 19th to December 31st, 2024 and January 1st to March 17th, 2025, we saw a **5.8% increase in circulation of all types of Large Type**, a collection that has received a significant infusion of new material in the past six

months. During that same period, we saw Oversized books increase usage by 39.7%. The only change in the Oversize collection is some needed weeding and a change in location so that the books are facing a high traffic area in the North Reading Room that leads to the Borg-Warner room, the MakerSpace and the restrooms.

The takeaway from these numbers might just be how important shelf placement and where collections are relating to how accessible they are. In Adult Services, we will be having discussions in the next months about how to get more display opportunities up for parts of our collection that aren't facing high traffic areas.

So far in 2025 we have had 198 email interactions with patrons who have asked us to acquire a new title.

The 4 Seasons Book Club had 6 attendees in the virtual group and 20 attendees in-person all gathered to discuss Percival Everett's acclaimed retelling of *The Adventures of Huckleberry Finn* told from Jim's point of view - *James*.

80 patrons took part in our adult Winter Reading Haiku Review. We are brainstorming more fun creative constraints that help to make reviews shorter.

Services

Kate DeVoe

Programming & Outreach

We co-hosted a Civil Service Job Fair and Info Session with Tompkins County Workforce Development on March 4 with 85 people in attendance.

We had 14 patrons at our Cybersecurity Basics at McGraw House, March 12, and they were very enthusiastic in their appreciation (see below). We had a very similar reaction to our Videoconferencing Basics (Zoom) workshop at Lifelong – 6 patrons in attendance on February 25.

Our on-going program with Tompkins Area VITA – Free Tax Preparation Service is going very well. So far, they've filed around 200 returns, netting \$370k in refunds (around \$1,850 per return!) Thank you to Tom Fredette for organizing this vital service once again.

Kate DeVoe, Kat Savage, and Susanna Drbal are all part of Leadership Tompkins this session. Our service project is a food drive for Mutual Aid Tompkins. The Library will serve as a drop off point, with donations collected and distributed on April 22. We plan to use the Lobby space as a drop-off point, to liven the space and celebrate community care.

Staff Advocacy

Page Michelle Saraceni led a record-shattering Magazine Sale this year, bringing in **\$724.30!** For comparison, the past few years brought in:



- 2024: \$250
- 2023: \$283
- 2022: \$200
- 2021: \$210

Customer Service

From Ally True: "A RECORD HIGH! Eight (8) babies and toddlers said goodbye to me on the way home from Baby/Toddler Storytime! Usually, the babies just give me that baby side eye, but they were very excited, and all said hello and goodbye."

"A patron is a Snowbird (in Ithaca in spring/summer, in Florida autumn/winter) and she was asking if she could get a TCPL card now. I explained that we needed to see ID, and suggested she check and see if local libraries did temporary visitor cards like we do. She then said, 'I can't wait to come home and get my TCPL library card, I appreciate you and I appreciate libraries!'"

THANK YOU

Tom,

Your presentation on the overview of the library services was helpful to better understand the library and its' many functions. The talk on Cybersecurity was of great interest to the residents who are active in the tech world.

Thank you very much for your interest in McGraw House and sharing information about these topics.

Bev Munson
Corresponding Secretary
Resident Council
McGraw House

Youth Services

Kat Savage

**Youth Services
Department**

Board Report

March 2025



The Youth Services team with books that have our names in the titles – “Gassy Cassie,” “Tales of Sasha,” Kai’s Ocean of Curiosities,” Julia, Child,” “Woody, Hazel, and Little Pip,” “Milly the River Fairy” and “Kat Needs a Nap”!



Trying out a violin after the family concert with the Cayuga Chamber Orchestra



KDT features new activities for student Buddies to explore together

February 2024 Statistics	Programs	Attendance
Totals	49	1,6
First Five Years	14	489
Children (5-11)	20	640
Teen (12-18)	4	33
General Interest	11	451

Coming Up

This April, we are excited to partner with **WSKG** on a sensory-friendly screening of episodes of the PBS series *Carl the Collector*, which is the first animated show to center an autistic main character. In addition, a resource fair will take place, featuring representatives from **Racker, Tompkins County Whole Health, Finger Lakes Independence Center, Healthy Families Shuyler/Tompkins, and MHA Family Peer Support.**

We will also present a weekend series of **Family Friendly Tabletop Role Playing, a Science Fair with the Steminist Movement,** and other returning special programs, including an **Animal Sleepover Storytime, Family Movie: Muppet Treasure Island,** and **Teen Writing Workshops** with educator Adrienne Raw.

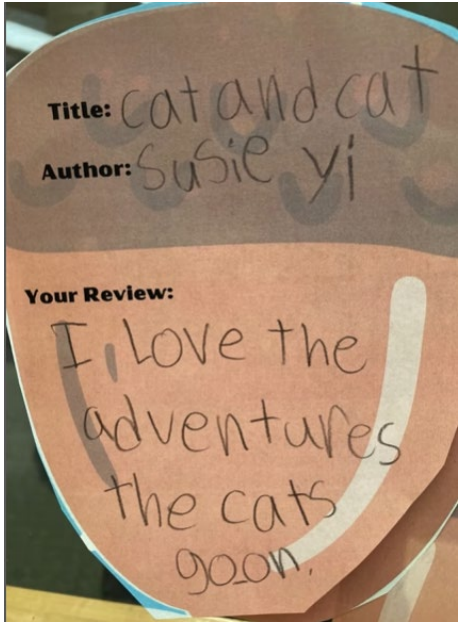
Our regular weekly and monthly programs continue to be popular. As the weather warms up, we'll offer **Baby and Toddler Storytime** outside at the Henry St. John Building in fair and dry weather.

Kids Discover the Trail! has also begun – on select Wednesday and Thursdays through May, ICSD and Trumansburg kindergarteners will visit the library.

Book Club Update

Early Reader Book Club will read *Wiggle and Waggle* by Caroline Arnold and Mary Peterson; the **Tween Book Club** will meet to discuss *Splendors and Glooms* by Laura Amy Schlitz.

Staff Highlights



One of our 301 Winter Reading reviews!



Which Monster will take home the Nessie Cup in our March Monster Madness in the Teen Center?

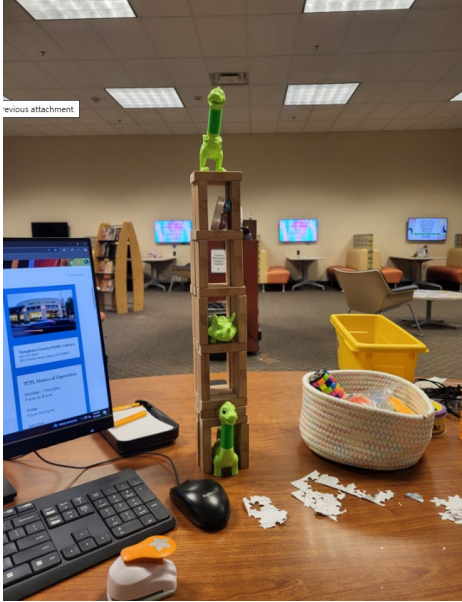
Kat is pleased to report that we had 301 entries for Winter Reading and drew a winner for the raffle prize! Participants also got a free book each day they returned reviews. **Cassie** heard this feedback from a caregiver: “This incentive of a Squishmallow has gotten my child to read so much! She doesn't even care about writing reviews for chances anymore. Her reading has really taken off! I can't get her to stop reading to come check out her books!”

Kai distributed pre-visit packets to all ICSD and Trumansburg schools, which help prepare kindergarteners for their upcoming library field trips. Materials include a library card holder and lanyard, handouts, and stickers. In response to teacher feedback, Kai’s also added new activities to the visits to boost engagement and interaction between the students and their buddies.

Cassie hosted her busiest Baby and Toddler Storytime yet, with over 70 attendees. We are excited to move storytime back outside! She also taught a fun (and messy!) glue and yarn craft in Story + Craft, reinforcing letter recognition skills.

Milly hosted GIAC’s Let’s Read program, presenting a lesson that blended literacy learning and after-school fun as they analyzed story elements. As part of the Community Relation and Outreach Committee, she is an important part of early brainstorming for the 2025-2030 Strategic Plan.

Woody led a special program for kids and tweens, “Collage-A-Comic,” in recognition of Will Eisner Week, which honors graphic novels. They also created a new interactive Teen Center bulletin board, “March Monster Madness,” where teens can vote for their favorite monsters



The Jenga tower Sasha built with a teen to help process tough times at school.

in a five-week bracketed round. Over 200 votes have been cast so far.

Sasha followed a young child’s lead in a recent Story + Craft, embarking on a color mixing adventure that has informed planning for future programming. He also continues to provide unstructured advocacy for teens: “Recently a teen came to me to tell me about their difficult day at school. We chatted for a while, and when they started to feel a little better, we played with fidgets and built a tower using Jenga blocks. This young person thanked me for cheering them up, and said they now felt confident enough to talk to their parent about what had happened at school. I'm so, so glad to be building these kinds of relationships with the youth in our community. That the library can offer a neutral safe space for teens is incredible, and I want to strive to be someone that any teen in our community knows they can rely on to cheer them up and cheer them on.”

Julia experimented with new ways to use the website to share book recommendations and took the lead on coordinating with the Cayuga Chamber Orchestra for their last family concert of the 11th season. She has also been assisting with the organization and prep work for KDT visits, including creating new library card lanyards that students can decorate before their visit.

Your Moment of Joy

A Story + Craft participant, after mixing colors to discover they only made brown: “The colors must just be too nervous to do anything.”