

TOMPKINS COUNTY PUBLIC LIBRARY  
MINUTES OF THE BOARD OF TRUSTEES  
APRIL 24, 2018

TCPL Board Members Present: Bruce Ryan, President; Kenneth McClane, Thompson Terry, Ingrid Jensen, Nina Scholtz, Don Trotter, Jamie Loehr, Nina Miller, Jason Moore, Shelley Wong  
Board Members Excused: Martha Hardesty, Kris Altucher, Luca Maurer

Also Present: Annette Birdsall, Library Director; Mary McKeon, Admin Asst; Michelle Benjamin, Business Manager; Suzanne Smith Jablonski, Foundation Executive Director; Amanda Champion, County Liaison

PUBLIC COMMENTS

None

With a quorum now present, meeting convened at 4:02 p.m.

ACTION ITEMS

APPROVAL OF AGENDA DOC 18-34

A **MOTION** was made by K. McClane and seconded by D. Trotter to approve the agenda. Approved unanimously.

APPROVAL OF MARCH 27, 2018 DRAFT MINUTES DOC 18-35

A **MOTION** was made by K. McClane and seconded by N. Miller to approve the minutes. Approved unanimously.

APPROVAL OF BILLS

I, Treasurer, Thompson Terry, in keeping with New York State Education Law, certify that I have reviewed payrolls #7 dated 3/29/18 and #8 dated 4/12/18 totaling \$110,987.87. 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 April 2018 bills in the amount of \$192,448.06 as listed in Abstracts #10, #11 and #12.

I, Treasurer, Thompson Terry, in keeping with New York State Education Law, certify that I have reviewed all capital project invoices presented for payment, and that all disbursements are within the approved capital project budget of the library, and therefore recommend that the Board of Trustees approve for payment to Tompkins County capital project invoices in the amount of \$9,438.53 as listed in Capital Project Abstract #1.

APPROVAL OF PROPOSED 2018 CAPITAL PROJECTS BUDGET DOC 18-36

Approved unanimously.

ACCEPTANCE OF ANNUAL FINANCIAL REPORT UPDAT (AUD) DOC 18-37

Accepted unanimously.

SUPPORT FOR LIBRARY NARACAN PLAN

A **MOTION** was made by J. Loehr and seconded by T. Terry to support Library Narcan Plan. Approved unanimously.

DIRECTORS REPORT

Director Birdsall gave the following staff updates: Cady Fontana will be the new Makerspace Librarian, beginning in May; Khalid Vrede, page; resigned; we will have two Librarian I openings yet to fill; and Meghan Molloy has been hired to fill an ILS vacancy.

April begins the budget season so Birdsall briefly outlined her budget goals for 2019. Rather than a maintenance budget she is focusing on a viable budget that reflects our robust programs and services:

## 2019 Viable Budget

- necessary growth (increased wages/benefit costs)
- equitable (to patrons, community, county, taxpayers)
- sustainable (affordable by county, reasonable fundraising expectations)
- essential (service to health/strength of community)

With the department heads, she has identified two areas for potential over target requests, outreach and furniture replacement. This is simply a planning outline, and not our actual request. Many more conversations are required.

An incident where a middle aged man of medium coloring and build approached a young child in a too familiar manner was reported by Birdsall. Staff and security are on alert for this behavior, and no other occurrences have been reported.

DEVELOPMENT REPORT

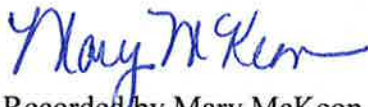
S. Smith Jablonski provided an oral report. She noted that an anonymous donor had contributed a major unrestricted gift, in support of the Foundation's three-year fundraising growth plan (currently in its second year). With this gift, the Foundation has raised 50% of its annual fundraising goal. Smith Jablonski encouraged trustees to consider attending the Library Leaders Circle reception on May 3 and serving as hosts for the Inside Story event on June 15.

LIAISON REPORTS

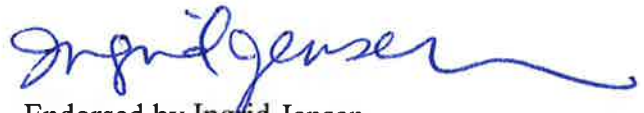
Friends – D. Trotter announced the booksale's schedule and the Special Book Displays; Challenged and Banned Books and Area Book Club favorites for the Spring Sale. The friends would start accepting donations on June 9.

County –Amanda Champion reported the five new legislators met with Finger Lakes Library System. Champion mentioned future re-designing of the county website. She said tonight is the county budget retreat.

MOTION to adjourn by N. Scholtz and seconded by K. McClane at 5:00 PM. Approved unanimously.



Recorded by Mary McKeon  
Admin. Asst.



Endorsed by Ingrid Jensen  
Secretary

