

TOMPKINS COUNTY PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES
AUGUST 23, 2022

TCPL Board Members Present: Ingrid Jensen, President; Blixxy Taetzsch, Don Trotter, Nina Scholtz, Jason Moore, Melisa Sidle, Liam Murphy, Shelley Wong, Marli Stahler

Board Members Excused: LaWanda Cook, Nina Miller, Martha Hardesty

Also Present: Teresa Vadakin, Interim Director; Michelle Benjamin, Business Manager; Mary McKeon, Administrative Manager; Sophia McKissick; Adult Services Librarian, Susanna Drbal; TCPL Foundation Assistant Director

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

APPROVAL OF AGENDA DOC 22-66

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

STAFF PRESENTATION BY SOPHIA McKISSICK, Adult Services Outreach Librarian

S. McKissick gave an in-depth overview of TCPL's outreach in the county jail, Literacy Inside and Out. S. McKissick spoke about TCPL's partnership with Co-op Extension offering patrons a Seed Library, maintained by the Co-op Extension.

APPROVAL OF AUGUST 23, 2022 DRAFT MINUTES DOC 22-74

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

APPROVAL OF THE BILLS

I, Treasurer, Blixxy Taetzsch, in keeping with New York State Education Law, certify that I have reviewed payroll #16 dated 8/11/22 and #17 dated 8/25/22 totaling \$98,955.73. 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 August 2022 bills in the amount of \$203,271.70 as listed in Abstracts #23, #24 and #25.

APPROVAL OF RECLASSIFICATION OF LIBRARIAN I TO LIBRARIAN II

Approved unanimously.

ASSISTANT DIRECTOR REPORT

Budget Update

Vadakin discussed the 2023 Budget Presentation. She mentioned that she met with Lisa Holmes in late July to discuss the Over Target Requests. She did mention that the budget is tight and that the county may not be able to fund everything, but partial funding could be a possibility. The

library is currently requesting OTR's to bring back pre-pandemic staffing levels and funding for the additional costs of security.

Vadakin also met with Acting Mayor, Laura Lewis in August and she supports funding the library for Sundays. A one-page information sheet that exemplifies why Sundays are important for working parents, families, students and the community will be presented to the City Council.

Safety and Security Staff Committee

The committee offered Code Adam training in July. The next steps will be other safety training, such as Active Shooter, Narcan (occurring in September), Stop the Bleed, and CPR/AED, etc.. The departments will also be going on a tour of the building to ensure the staff know fire exits, the location of the defibrillators, fire extinguishers, etc.

Library Staff

The library is currently filling a library clerk position and interviews have been occurring. Staff Summer Reading is over and the raffle has taken place. Winners from the staff received gift cards from various businesses, that were collected by the Foundation as a donation. Last week, the library had the All Staff Sundae party and staff enjoyed the Cayuga Ice Cream cart and all the toppings. Next week will be the Taco Tuesday party to end the summer festivities for the staff.

SEARCH COMMITTEE REPORT

N. Scholtz updated the board on the Director Search informing everyone on the number of candidates being scheduling for interviews.

BYLAWS COMMITTEE REPORT

L. Murphy reported on Committees sending their revisions which will be worked into a draft for the next meeting.

LIAISON REPORTS

Foundation - S. Drbal was excited to report about the Foundations first in-person event for the Library Leaders Circle. Attendees all expressed how nice it was to have this event since the last time was in 2018. T. Vadakin commented on the powerful speeches.

Friends – D. Trotter announced this year's fall booksale starts October 8th. Trotter also asked for trustee to volunteer on the 3rd weekend, October 22.

EXECUTIVE SESSION

A **MOTION** was made by S. Wong and seconded by J. Moore to adjourn to Executive Session at 4:56 p.m. Assistant Director Teresa Vadakin was invited to attend. The trustees asked Vadakin for any updates, questions, or comments she might like to share in executive session. Vadakin was excused at 5:22 p.m. There being no further business, a **MOTION** was made by L. Murphy and seconded by B. Taetzsch to adjourn Executive Session at 5:22 p.m. Approved unanimously.

There being no further business for the public session, a **MOTION** was made by L. Murphy and seconded by M. Sidle to adjourn the meeting at 5:24 p.m. Approved unanimously.

Recorded by Mary McKeon
Administrative Manager

Endorsed by Melisa Sidle
Secretary