

TOMPKINS COUNTY PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES
AUGUST 28, 2018

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

Board Members Excused: Thompson Terry, Shelley Wong

Also Present: Annette Birdsall, Library Director; Mary McKeon, Admin. Asst.; Suzanne Smith Jablonski, Foundation Executive Director

PUBLIC COMMENTS

None

With a quorum now present, meeting convened at 4:00 p.m.

ACTION ITEMS

APPROVAL OF AGENDA DOC 18-73

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

APPROVAL OF JULY 24, 2018 DRAFT MINUTES DOC 18-74

A **MOTION** was made by J. Loehr and seconded by I. Jensen to approve the minutes. Approved unanimously.

APPROVAL OF BILLS

I, Vice President, Ken McClane, in keeping with New York State Education Law, certify that I have reviewed payrolls #16 dated 8/2/18, #17 dated 8/16/18 totaling \$106,221.00. 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 2018 bills in the amount of \$193,536.70 as listed in Abstracts #23, #24, #25.

APPROVAL OF CAPITAL PROJECT BUDJET

I, Vice President, Kenneth McClane, 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 \$ 38,043.67 as listed in Capital Project Abstract #3.

APPROVAL OF PROPOSED 2018 BUDGET AMENDMENTS DOC 18-75

Approved unanimously.

APPROVAL OF CODE OF CONDUCT DOC 18-76

Approved unanimously.

DIRECTORS REPORT

Director Birdsall discussed the City of Ithaca's plan for the Alternative Bus Station move to Green Street by September 30. The Common Council will vote on this proposal at their September 5th meeting. At a public meeting to discuss the impact of this move on TCAT, the Pharmacy, Mental Health, Cinemapolis, and the Library, the City was respectful and proposed ideas for mitigating the impact on the Library. Evaluation needs to happen following the temporary six month proposal.

She also informed the Board she has sent funding request letters to the City (\$10,000) and to the Town (\$15,000).

Other discussion topics included the NYS Sexual Harassment Policy and Training requirements that are due to be implemented by January 1, 2019. The library plans to attend training organized by the County as we are all covered by the same guidelines.

The Strategic Plan committee is planning to survey non-users and requests for proposals need to be sent out. A tentative cost for surveying, implementing, and creating the plan including the mission/vision work is approximately 20,000.

Birdsall requested that Trustees attend the County Budget Presentation on September 11 at 5:30pm. She also invited Trustees to attend the New York State Legislative Appreciation Breakfast on September 14 at the library. This breakfast is sponsored by FLLS, SCRLC, STLS and 4CLS.

DEVELOPMENT REPORT

S. Smith Jablonski reported on read-a-thon progress to date, noting that nearly all slots were filled already. She specially thanked trustees Altucher, Loehr and Maurer for signing up to be reader-fundraisers. S. Smith Jablonski reported that she was going to submit workshop presentation ideas for consideration for the American Library Association conference in 2019, remarking that we have good lessons to share from our fundraising with our colleagues.

LIAISON REPORTS

Friends – D. Trotter reported on the sorting party that enjoyed 661 boxes equaling 12,000 – 15,000 books. Donations for the sale ended September 15, the sale begins Columbus Day weekend.

County – A. Champion gave a brief update on budget season. Champion announced the closing of the Rescue Mission and Tompkins County's Request for Proposals for homeless housing services.

MOTION to adjourn by K. McClane and seconded by L. Maurer at 4:53 PM. Approved unanimously.


Recorded by Suzanne Smith Jablonski
TCPL Foundation Executive Director


Endorsed by Ingrid Jensen
Secretary

