

TOMPKINS COUNTY PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES
FEBRUARY 22, 2022

TCPL Board Members Present: Ingrid Jensen, President; Martha Hardesty, Blixty Taetzsch, Liam Murphy, Don Trotter, Nina Scholtz, Jason Moore, Melisa Sidle, LaWanda Cook, Shelley Wong

Board Members Excused: Nina Miller

Also Present: Teresa Vadakin, Interim Director; Jennifer Schlossberg, Head of Access Services; Michelle Benjamin, Business Manager; Mary McKeon, Administrative Manager; Kerry Barnes; TCPL Foundation Interim Director; Yvette Rubio, TCPL Foundation Liaison; Amanda Champion; County Legislator

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

APPROVAL OF AGENDA DOC 22-07

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

ACTION ITEMS

APPROVAL OF JANUARY 25, 2022 DRAFT MINUTES DOC 22-08

A **MOTION** was made by M. Hardesty and seconded by B. Taetzsch to approve the minutes with minor corrections. Approved unanimously.

APPROVAL OF THE BILLS

I, Treasurer, Blixty Taetzsch, in keeping with New York State Education Law, certify that I have reviewed payroll #3 dated 2/10/22 and #4 dated 2/24/22 totaling \$101,170.90. 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 2022 bills in the amount of \$182,922.75 as listed in Abstracts #4, #5 and #6.

APPROVAL OF PROPOSED 2021 BUDGET AMENDMENTS DOC 22-09

Approved unanimously.

APPROVAL OF PROPOSED 2022 BUDGET AMENDMENTS DOC 22-10

Approved unanimously.

APPROVAL OF 2022 PROPOSED BORGWARNER UPGRADE AMENDMENT DOC 22-11

Approved unanimously.

APPROVAL OF NYS ANNUAL REPORT DOC 22-12

Approved unanimously.

APPROVAL OF TEEN POLICY DOC 22-13

Approved unanimously.

ASSISTANT DIRECTORS REPORT

Assistant Director Vadakin shared an update about the newer Legislator's visit and tour in February. Veronica Pillar and Randy B. Brown were in attendance. All the department heads highlighted services and programs that TCPL has been offering and the legislators seemed impressed and asked lots of questions.

Vadakin shared the library distributed 15,650 KN-95 masks and 7580 test kits in February. This was in collaboration with the county and community members were extremely.

Vadakin also discussed the Annual Report and thanked the board for their approval. This will be sent to Finger Lakes Library system for their review and then will be sent to the state for final approval.

Head of Access Services, Jen Schlossberg discussed the RFID proposal. She discussed the committee that was formed, composed of various staff from different departments. She shared information about RFID and how it would help streamline services at the circulation desk. As of now, a request for quotes has been sent to the company that provide this equipment and we are awaiting pricing. Once the library receives the quotes, the committee will meet again to further discuss next steps.

Vadakin mentioned that New York state library, starting in 2023 will require every Board of Trustees member to take two hours of library related education. The state is working on details, but Finger Lakes will be offering this training, as well as the state.

Lastly, Vadakin thanked the Board of Trustees for their time involved in facilitating a 3 month, 360 review. The feedback will be very helpful as the library moves forward.

LIAISON REPORTS

County - A. Champion gave an update on Tompkins County Independent Redistricting, Champion suggested visiting the county website to view maps and census. Champion mentioned the election of legislators is this year. She also gave an overview of the process for recovery fund distribution.

Foundation – K. Barnes gave updates on upcoming events, READATHON 2022 is well on its way, with 17 reader/fundraisers already signed up and three event sponsors, an event record. Fundraising has begun, with almost \$1,000 already raised 11 weeks out from the event date of May 7th. The Foundation is thrilled to have participation from Library Trustees and is working with the Friends on ideas to collaborate with the Book Sale's opening weekend. While all in-person reading timeslots have been filled, there

are still plenty of opportunities for video reader/fundraisers, who will record their read ahead of time to be played the day of the event in conjunction with in-person readers at the Library.

In other, less-exciting news, the Foundation is finishing its audit, which will be presented to the Finance Committee on March 17th for approval then brought to the board at its April 4th meeting. The Rosen Fund grant application (Library Grant Cycle) has been submitted for funding for the Summer Reading Program. The Foundation continues to collect notes of impact for Library Lovers month at our display on the Avenue of the Friends. Library visitors are invited to share stories of how the Library has helped them. The Foundation is collecting them to share on Advocacy Day.

Friends - D. Trotter had nothing new to report, stating the typical winter slowdown of donations has ended.

EXECUTIVE SESSION

A **MOTION** was made by M. Hardesty and seconded by S. Wong to adjourn to Executive Session at 5:11 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 with the board in executive session. Vadakin was excused at 5:24 p.m. The trustees then discussed outstanding work and other board priorities.

There being no further business, a **MOTION** was made by B. Taetzsch and seconded by J. Moore to adjourn Executive Session at 5:45 p.m. Approved unanimously.

There being no further business for the public session, a **MOTION** was made by M. Hardesty and seconded by L. Murphy to adjourn the meeting at 5:46 p.m. Approved unanimously.

Recorded by Mary McKeon
Administrative Manager

Endorsed by Melisa Sidle
Secretary