

TOMPKINS COUNTY PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES
FEBRUARY 27, 2018

TCPL Board Members Present: Bruce Ryan, President; Kenneth McClane, Thompson Terry, Ingrid Jensen, Nina Scholtz, Luca Maurer, Don Trotter, Jamie Loehr, Nina Miller

Board Members Excused: Martha Hardesty, Jason Moore, Kris Altucher, Shelley Wong

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 4:00 p.m.

ACTION ITEMS

APPROVAL OF AGENDA DOC 18-10

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

APPROVAL OF JANUARY 23, 2018 DRAFT MINUTES DOC 18-11

A **MOTION** was made by K. McClane and seconded by I. Jensen to approve the minutes with minor changes. Approved unanimously.

APPROVAL OF BILLS

I, Treasurer, Thompson Terry, in keeping with New York State Education Law, certify that I have reviewed payrolls #3 dated 2/1/18 and #4 dated 2/15/18 totaling \$96,173.25. 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 2018 bills in the amount of \$197,433.08 as listed in Abstracts #4, #5 and #6.

ACCEPTANCE OF NYS ANNUAL REPORT

Accepted unanimously.

APPROVAL OF FINAL 2017 BUDGET AMENDMENTS DOC 18-13

A **MOTION** was made T. Terry and seconded by J. Loehr to approve Final 2017 Budget Amendments. Approved unanimously.

APPROVAL OF PROPOSED 2018 BUDGET AMENDMENTS DOC 18-14

A MOTION was made by T. Terry and seconded by J. Loehr to approve the Proposed 2018 Budget Amendments. Approved unanimously.

DIRECTORS REPORT**Trustee Communication**

Director Birdsall shared Michael Lane's thank you note for his recognition of his years of service.

Capital Project Updates

Digital Lab and new conference room screens have been approved for purchase. The last of the new furniture: reference desk, conference room table, volunteer lockers, and conference table should all be delivered in March. County has approved a new/old plan for the exhaust given the plan to have supervised access of the laser cutter. I tentatively anticipate becoming fully operational in early April.

Outreach

Birdsall has been interviewed for several promotional spots to promote the library and our goals, and have met Gerald Beasley and Jason Molino. Our central library services for making Central Book Aid and reference requests were shared with member libraries at the Finger Lakes Library System FALCONS meeting.

Staff Updates

Staff meetings are approximately 1/3 complete and have proven valuable in understanding overall library needs, from adequate lighting to space issues.

- New Clerk – Shannon Slack, February 19, 2018
- New Librarian I – Alice Ball
- New Librarian II – Tom Fredette (leaves vacant Librarian I)
- Still open
- Librarian I – makerspace
- Librarian I vacant after retirement
- Library Assistant FT
- Library Assistant PT
- Retiring-Librarian II – Larry Carey, March 31, 2018 (will be filled with Librarian I)

Advocacy efforts

Director Birdsall shared Nina Miller's thank you note from Martha Robertson appreciating the library and Nina's advocacy.

DEVELOPMENT REPORT

Smith Jablonski announced three new board members were elected in February: Gerald Beasley, Carl A. Kroch University Librarian, Cornell; Keith Hannon, Associate Director of Communications and Alumni Relations of the Boyce Thompson Institute; and Dave Makar, Director of Marketing, Rosie Applications.

Smith Jablonski reported grant application was submitted to Community Foundation of Tompkins County Library Grant Program requesting \$16,000 for the Summer Reading Program.

LIAISON REPORTS

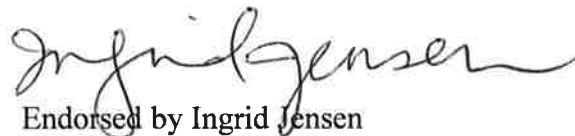
Friends – D. Trotter reported donations are at a lull this time of year. Donations will be accepted until April 14. The Spring Booksale starts May 5, 2018.

County –A. Champion stated she is invited to the Government Operations Committee meeting. Legislators are preparing for budget season.

MOTION to adjourn by N. Scholtz and seconded by K. McClane at 4:58 PM. Approved unanimously.



Recorded by Mary McKeon
Admin. Asst.



Endorsed by Ingrid Jensen
Secretary