

TOMPKINS COUNTY PUBLIC LIBRARY
DRAFT MINUTES OF THE BOARD OF TRUSTEES
JANUARY 23, 2024

TCPL Board Members Present: Melisa Sidle, President; Blixxy Taetzsch, Jason Moore, Liam Murphy, Lis Chabot, Shelley Wong, Nina Scholtz, Kathy Weinberg, Mimi Campbell

Board Members attending virtually: Jamila Walida Simon

Board Members excused: Marli Stahler

Also Present: Leslie Tabor, Director; Mary McKeon, Administrative Manager; Michelle Benjamin, Business Manager; Kerry Barnes, TCPL Foundation Director; Rich John, Tompkins County Legislator

With a quorum, meeting convened at 4:04 p.m.

CALL TO ORDER

APPROVAL OF AGENDA DOC 24-01

A **MOTION** was made by L. Murphy and seconded by B. Taetzsch to approve the agenda with corrections. Approved unanimously.

PUBLIC COMMENTS

APPROVAL OF DECEMBER 12, 2023, MINUTES DOC 24-01

A **MOTION** was made by S. Wong 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 #26 dated 12/28/23 totaling \$57,051.93. 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 December 2023 Year End bills in the amount of \$246,652.45 as listed in Abstracts #38 and #39.

APPROVAL OF THE BILLS

I, Treasurer, Blixxy Taetzsch, in keeping with New York State Education Law, certify that I have reviewed payroll #1 dated 1/11/24 and #2 dated 1/25/24 totaling \$147,310.66. 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 January 2024 bills in the amount of \$160,905.53 as listed in Abstracts #1, #2 and #3.

BOARD COMMITTEE OPPORTUNITIES

M. Sidle suggested introductions around the room to meet our new county liaison and new board members. Sidle gave a brief overview of the subcommittees and their roster and asked new members to join a subcommittee. Sidle spoke about a board orientation for newer members, more details to come.

DIRECTOR'S REPORT

Tabor said the word for the year is "Joy"! TCPL put in a lot of work last year and we are looking to a bright future. Tabor welcomed our new county liaison; Rich John and our new board members.

RFID is going really well, youth and teen services is already tagged which is about 50% of tagging. Staff are now tagging in adult services, starting in biography. Our new gates have been installed and in order for them to operate we also have a self-check kiosk; patrons are already checking out books. We will have a soft launch in March and a big celebration in May.

Tabor gave staff update; Business Manager is retiring in March, we hired two clerks, part time page promotion to full time, and looking for three ten-hour pages. Librarian I's have been promoted to Librarian III's, there will be a librarian I exam in March.

LIAISON REPORTS

County – John gave a brief overview of the committees he works on; chairing the Public Safety Committee, Government Operations, Budget, Capital and Personnel and Downtown Facilities Special Committee.

Foundation – The Foundation's audit is in full swing.

Our year-end appeal performed very well, meeting our goal. Along the way, we've noticed more new donors, more increased gifts, and many lapsed donors who have returned. Our donor retention rate is 57%, which is wonderful considering that the average donor retention rate across the nonprofit sector hovers between 40% and 45%. In other words, for every 100 donors who give to an organization in a year, only around 40 will return to do the same the next year.

The Foundation has a vigorous work plan for the coming year, including a return to our "Literati" series of fun, literary-themed events designed to raise money and attract new donors.

The Foundation board is excited for our February retreat, where we'll be crafting a new mission statement, working on strategic planning, and enjoying some immersive fundraising training.

We're also kicking off our "Leslie Tabor 2024" tour with a presentation at Kendal this Friday. Please let us know of any suggestions you have for tour stops.

Friends – It is a quiet time at the Friends warehouse in terms of donations. Volunteers are busy in their section getting materials on the shelves. Scholtz said they continue to get donations from TCPL’s weeding project. The spring sale starts the first Saturday in May.

A MOTION was made by J. Moore and seconded by S. Wong to adjourn at 4:55 pm. Approved unanimously.

Recorded by Mary McKeon
Administrative Manager

Endorsed by Liam Murphy
Secretary