

TOMPKINS COUNTY PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES
JUNE 28, 2022

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

Board Members Excused: Martha Hardesty, LaWanda Cook, Liam Murphy

Also Present: Teresa Vadakin, Interim Director; Michelle Benjamin, Business Manager; Mary McKeon, Administrative Manager; Sarah O'Shea, YS Dept. Head, Kerry Barnes; TCPL Foundation Director

With a quorum now present, meeting convened at 4:06 p.m.

APPROVAL OF AGENDA DOC 22-46

A **MOTION** was made by M. Sidle and seconded by J. Moore to approve the agenda with the addition of two action items. Approved unanimously.

APPROVAL OF JUNE 28, 2022 DRAFT MINUTES DOC 22-47

A **MOTION** was made by B. Taetzsch and seconded by N. Miller 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 #11 dated 6/2/22, #12 dated 6/16/22 and #13 dated 6/30/22 totaling \$147,794.55. 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 June 2022 bills in the amount of \$232,545.90 as listed in Abstracts #16, #17, #18 and #19.

APPROVAL OF JUNE 2022 AMENDMENTS DOC 22-48

Approved unanimously.

APPROVAL OF RECLASSIFICATION OF TWO LIBRARIAN I's TO LIBRARIAN II's

Approved unanimously.

APPROVAL OF CREATING A LIBRARY ASSISTANT POSITION

Approved unanimously.

ASSISTANT DIRECTOR REPORT

Teresa Vadakin, Assistant Director mentioned that June was the library's celebration of Pride Month. The drag program for teens was popular and our pride displays have been circulating well. After the initial incidents, everything seems to have calmed down.

Vadakin mentioned June has been a busy month and budget season is upon us. The deadline for the submission of the county budget is July 1st. The OTR's and program impact assessment are complete and have been reviewed by Finance and Personnel. The library is asking for additional funding for Security and restoration of staff positions, including two FTE Librarian I's and one FTE Library Clerk. This will take the library back to pre-pandemic staffing levels if approved. The letters for the city and town are complete and were sent out today. Vadakin mentioned her meeting with the Town Board went well and they were very appreciative of all that the library does.

There was meeting with Mary Carol, Director of SCLRC, regarding the ARPA funds and the Digital Justice for Disability Pilot Program. The funds will go towards equipment to make the libraries that participated more accessible. Equipment included adjustable tables, more ergonomic keyboards and mice, wireless keyboards, and widescreen monitor. Vadakin mentioned that we are still waiting to hear about the Community Recovery funds from the county.

Summer Reading has kicked off for all ages, including the library staff. Patrons will be able to view what the library staff have been reading this summer and there will be raffles for locally donated gift cards and prizes for the staff. This also includes a peer-to-peer recognition component as well as Taco Tuesday and an Ice Cream social. Thanks to the SCC for organizing this.

Lastly, the Leadership Team has been discussing a staff development retreat that will occur in August or September. Idahlynn Karre, executive coach and will focus on strengths of the library staff, building and sustaining strong relationships as a staff, team building strategies and behaviors, recognition and appreciation, skill development in communication, crucial conversations and dialogue and developing a culture of excellence across all the staff at the library.

SEARCH COMMITTEE REPORT

T. Vadakin gave an update on the Search Committee meeting that met on Tuesday, June 21st. The committee reviewed and edited the screening questions. The Training and Experience exam, scores and ranking will be available first week in August. Then we can start screening interviews with the candidates in August. As of today, there are eight applicants.

BYLAWS COMMITTEE REPORT

M. Sidle reported on behalf of the Bylaws Committee, they met and hashed out the rest of the bylaws and will meet again on July 13th. L. Murphy will prepare the document to be voted on at the next board meeting.

LIAISON REPORTS

Foundation – K. Barnes reported on the Summer direct mail appeal that should be in homes by the end of the month, focusing on how the library encourages sustainability in our community, inspired by a quote from a donor.

We will be hosting a donor reception for our Library Leaders Circle donors on the evening of August 18th at the Cherry Art Space, catered by Serendipity. We haven't met with this group since well before covid and we have a lot of catching up to do.

Foundation board directors & staff volunteered at the spring Friends book sale.

In response to the Hide the Pride actions taken on library displays, the Foundation helped set up a fundraiser for LGBTQIA books that has raised over \$6000- we are hoping to reach \$7500 by the end of the month. Our Giving is Gorges efforts were added to the fundraiser's total. We may consider this to be a yearly activity to coincide with Pride month. Our fundraiser was also highlighted by the platform we're using (Givebutter) as a "Campaign We Love."

We have an Ithaca high school student, Addie Hitz, who will be helping us out in the Foundation offices during the summer.

Friends – D. Trotter said they are still seeing many donations and still eager for more donations. Friends are catching up with sorting the materials, M. Sidle asked if they needed volunteers.

EXECUTIVE SESSION

A **MOTION** was made by J. Miller and seconded by J. Moore to adjourn to Executive Session at 5:01 p.m. Approved unanimously.

Interim Director Vadakin was invited to stay. After a brief discussion, Vadakin left at 5:14 p.m. A **MOTION** was made by S. Wong and seconded by N. Miller to adjourn Executive Session to public session at 5:22 p.m. Approved unanimously.

There being no further business, a **MOTION** was made by S. Wong and seconded by M. Sidle to adjourn the meeting at 5:23 p.m. Approved unanimously.

Recorded by Mary McKeon
Administrative Manager

Endorsed by Melisa Sidle
Secretary