

TOMPKINS COUNTY PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES
OCTOBER 24, 2023

TCPL Board Members Present: Martha Hardesty, President; Blixxy Taetzsch, Don Trotter, Shelley Wong, Jason Moore, Liam Murphy, Nina Scholtz, Marli Stahler, Lis Chabot, Liam Murphy, Melisa Sidle

Board Members excused: Jamila Walida Simon

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

With a quorum, meeting convened at 4:03 p.m.

APPROVAL OF AGENDA DOC 23-66

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

PUBLIC COMMENT

Rebecca Costello, Jay Leeming, Amy Salce, Marybeth Ruether-Wu

APPROVAL OF OCTOBER 24, 2023, MINUTES DOC 23-67

A **MOTION** was made by J. Moore and seconded by B. Taetzsch to approve the minutes. Approved unanimously.

RATIFY THE SEPTEMBER BILLS by the Executive Committee

I, Treasurer, Blixxy Taetzsch, in keeping with New York State Education Law, certify that I have reviewed payroll #18 dated 9/7/23 and #19 dated 9/21/23 totaling \$113,628.80. 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 September 2023 bills in the amount of \$183,068.94 as listed in Abstracts #26, #27 and #28.

APPROVAL OF THE BILLS

I, Treasurer, Blixxy Taetzsch, in keeping with New York State Education Law, certify that I have reviewed payroll #20 dated 10/5/23 and #21 dated 10/19/23 totaling \$112,068.67. 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 October 2023 bills in the amount of \$225,185.47 as listed in Abstracts #29, #30 and #31.

APPROVAL OF RECOMMENDEDOCOTOPER 2023 BUDGET AMENDMENTS DOC 23-68
Approved unanimously.

DIRECTOR'S REPORT

Tabor reported on the budget presentation to the county and thanked Amanda Champion for her leadership and thanked Don Trotter and Kerry Barnes for attending. Two out of three of our county OTR's were approved and tentatively we are in the budget for the town and the city.

Our two weeks of staff development while we were closed was delightful, lots of smiles, out of the building to spend time together. Thank you for your generosity for a robust staff development. RFID is being implemented. We are still recruiting Department Heads, and have hired a full time clerk and a part-time page, we are also hiring three library assistants.

LIAISON REPORTS

County – We are at the final stretch of the budget process, there is a public hearing on October 30, at 7:00 pm. Champion is 98% sure the budget will pass as is. They will vote on the budget in November. The Government Operations Committee is discussing TCPL Board of Trustees bylaws, there are a small changes to align with their County Advisory Policy. A discussion ensued.

Foundation – The Foundation held a successful donor recognition event on September 7th at Argos Warehouse- thank you to all who attended. Kerry and Leslie are members of the 2023-2024 cohort of Leadership Tompkins and enjoyed the two-day retreat kick off, getting to know other community leaders and networking. Thank you to everyone who helped us provide treats for the Friends during National Friends of Libraries week. Jason's donuts were particularly enjoyed. Kerry also expressed her happiness at the level of board involvement, both from the Trustees and the Foundation, in volunteering for the book sale. The Foundation is preparing our Year End appeal and will be asking trustees for their help customizing appeals to donors. This year's solicitation is highly personalized and targeted, and notes from board members carry a lot of weight in motivating donors to give and give generously. Surprisingly, the Foundation learned that notes from a board member carry significance even if the board member does not personally know the donor- this was seen in increased giving by those receiving personalized appeals. Foundation staff are happy to make sure trustees are assigned to specific individuals, but surprisingly enough, previous relationships did not seem to positively impact the intention as much as we had thought. The Foundation also commits to making sure the process is as smooth, pain-free, and non-time-consuming as possible, as being careful of board members' time is very important to us.

Friends – Tonight is the last night of the sale, open until 8:00. Trotter provided the stats of the sale, they went over their budget of \$245,00 by 4.4% with \$255,700 in sales There were 240,952

items to sell, 12,605 hours of volunteers to prepare for the sale. Libraries selected 2,159 items on library days. Donations will be accepted starting November 11th.

EXECUTIVE SESSION

A **MOTION** was made by D. Trotter and seconded by J. Moore to adjourn to Executive Session at 5:06 pm. Carried unanimously. A **MOTION** was made by M. Sidle and seconded by L. Chabot to exit Executive Session at 5:10 pm. Carried unanimously.

There was a brief discussion regarding the director's 360 review process.

There being no further business a **MOTION** was made by B. Taetzsch and seconded by M. Stahler to adjourn public session at 5:11. Carried unanimously.

Recorded by Mary McKeon
Administrative Manager

Endorsed by Melisa Sidle
Secretary