

TOMPKINS COUNTY PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES
November 15, 2016

TCPL Board Members Present: Bruce Ryan, President; Peter McCracken, Luca Maurer, Rochelle Proujansky, Don Trotter, Helena Maria Viramontes, Kenneth McClane, Kris Altucher, Jack Clark, Thompson Terry, Janet Corson-Rikert, Cynthia Nicholson, Martha Hardesty

Board Members Excused: Risa Mish

Also Present: Susan Currie, Library director; Suzanne Smith Jablonski, Foundation Executive Director; Carrie Wheeler-Carmenatty; Library programming and outreach coordinator, Michelle Benjamin; Library business manager, Mary McKeon; admin asst. Heather Grimes; library clerk

PUBLIC COMMENTS

None

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

ACTION ITEMS

APPROVAL OF AGENDA DOC 16-84

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

APPROVAL OF October 25, 2016 DRAFT MINUTES DOC 16-85

A **MOTION** was made by K. McClane and seconded by R. Proujansky to approve the minutes. Approved unanimously.

APPROVAL OF Recommended 2016 Budget Amendments DOC 16-86

Approved unanimously.

APPROVAL OF PCI DSS Compliance Policy DOC 16-87

Approved unanimously.

APPROVAL OF BILLS

I, Treasurer, Cynthia AB Nicholson in keeping with New York State Education Law, certify that I have reviewed payrolls #23 dated 11/10/16 totaling \$50,536.93. 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 of November 2016 bills in the amount of \$441,974.92 as listed in abstracts #33 and #34.

APPROVAL OF SLATE OF OFFICERS

R. Proujansky made a recommendation for the 2017 slate of officers on behalf of the Nominating Committee. As President – Bruce Ryan; Vice President – Ken McClane; Treasurer – Thompson Terry; Secretary – Janet Corson-Rikert. Approved unanimously.

DIRECTOR'S REPORT

Library Director Currie reported she will be attending the Friends of the Tompkins County Public Library Annual meeting on November 16, 2016. This is an opportunity thank the Friends for their support of the collections and staff development. She also noted that our Campaign Co-Chair, Tom Colbert, was recognized as Philanthropist of the year at the National Philanthropy Day lunch earlier today.

Currie reported that we are preparing for the installation of the Smithsonian exhibit, "Exploring Human Origins" (<https://tcplexploringhumanorigins.wordpress.com/>). Everyone is invited to attend the December 2, 2016 Gallery Night opening and weekend programs with visiting scientists from the Smithsonian.

She also reported on the planning for the renovations starting with carpet replacement. County Facilities, TCPL and QPK have been working on the plans for updating the public restrooms and carpet replacement. These two particular renovations, hopefully done at the same time, mean that the library will need to close for about a week. Once we have a firm date, we will be communicating out to the public. Currie noted that Wizarding Weekend was incredibly successful with a record number of visitors to TCPL. She commended all staff who helped to make it a success. She also thanked the County for the proposed budget amendment for adding funding for a part-time librarian. The final budget vote is tonight (November 15, 2016).

DEVELOPMENT REPORT

Smith Jablonski reported that the Foundation Board had voted to approve contracting with a new audit firm. The Foundation has piloted the sale of LEGO sets at Sunny Days of Ithaca. Smith Jablonski noted the Foundation is focusing on grants and trust administration for two bequests and the New York States and Municipalities grant.

STRATEGIC DIRECTION DISCUSSION

The follow up discussion from the October 25, 2016 joint meeting of the Board of Trustees and Foundation Board of Directors included a review of the planned process for setting fundraising priorities. The library will identify the priorities, the Board of trustees will approve the priorities and the Foundation Board will use the priorities to set fundraising goals. The Foundation has presented a draft process for this to the Library Director and Department Heads and we hope to get this in place in early 2017. This should be a living document that can meet the need for identifying ongoing needs for the library as well as fundraising opportunities. We might want to consider a process for determining long term and short term goal setting and what the goals mean for fundraising. The Foundation is also working to fundraise for needs identified in the campaign including technology and equipment needs, collection needs, outreach services.

In the follow up discussion from the joint meeting, Trustees were asked what additional information is needed in anticipation of any updates to the Foundation? Questions included:

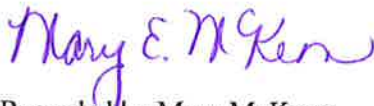
1. Understanding the role and expectation of Trustees in relation to the Foundation. A joint, more thorough orientation to both organizations would help clarify. Planning for this is in the works.
2. Understanding the naming philosophy and process. We need to develop a naming policy.

LIAISON REPORTS

Friends—J. Clark reported on the Friends Annual Meeting and the stats from the fall booksale.

QUESTIONS ABOUT WRITTEN REPORTS

MOTION to adjourn by K. McClane and seconded by R. Proujansky at 5:18 Unanimously approved.



Recorded by Mary McKeon
Admin. Asst.



Endorsed by Peter McCracken
Secretary