

TOMPKINS COUNTY PUBLIC LIBRARY
DRAFT MINUTES OF THE BOARD OF TRUSTEES
November 17, 2015

TCPL Board Members Present: Bruce Ryan, President; Jack Clark, Rochelle Proujansky, Peter McCracken, Ken McClane, Tim Scott, Helena Maria Viramontes, Cindy Nicholson, Kristine Altucher

Board Members Excused: Janet Corson-Rikert, Risa Mish, Martha Walker

Also Present: Susan Currie, Library director; Mary McKeon, Admin. asst., Carrie Wheeler Carmenatty, Library programming and outreach coordinator; Suzanne Smith Jablonski, Library Foundation Director; Mike Lane, Tompkins County Legislative Liaison to the Board of Trustees, Thompson Terry, guest

With a quorum now present, meeting convened at 4:07 p.m.

PUBLIC COMMENTS

ACTION ITEMS

APPROVAL OF AGENDA DOC 15-92

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

APPROVAL OF OCTOBER 27, 2015 DRAFT MINUTES DOC 15-93

A **MOTION** was made by K. McClane and seconded by C. Nicholson to approve the minutes as corrected. Approved unanimously.

APPROVAL OF THE 2015 BUDGET AMENDMENTS DOC 15-94

APPROVAL OF BILLS

I, Treasurer, Cynthia AB Nicholson, in keeping with New York State Education Law, certify that I have reviewed payrolls #22 dated 10/29/15 and #23 dated 11/12/15 totaling \$97,161.73. 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 November 2015 bills in the amount of \$459,941.71 as listed in abstracts #32, #33 and #34.

DIRECTOR'S REPORT

Director Currie thanked the Trustees for their support and generosity in the time she was away due to a family funeral. Currie reported on a meeting held with Arel LeMaro, Director of County Facilities, Alan Lockett, Assistant Director of Facilities to begin discussion and planning for the renovation afforded by the vacant FLLS space. Also at the meeting were Suzanne Smith Jablonski, Mary McKeon and Amy Humber. The group discussed the plan and process for renovations. A Capital Projects Committee will be created including all who were at this meeting along with Trustee Cindy Nicholson.

Currie reported that the report from the NY State Comptroller's office is still in draft form and they may be contacted with one or two questions. The report will be released publically at some point, hopefully before the end of the year.

Currie reported on the conference she attended November 12 – 13, the Library Journal Directors' Summit, held in Washington, D.C. It was a very productive conference and she will be completing a report to send to the Board and to staff. Currie also reported attending the Friends of the Tompkins County Public Library Annual meeting where the 2016 budget was approved. She thanked the Friends for their support of TCPL. This year's staff development day is scheduled for December 11, 2015. The library is closed that day and media releases will be sent. The plan for the day is a safety training workshop in the morning and an afternoon session on what a "makerspace" is, STEM and STEAM activities.

DEVELOPMENT REPORT

S. Smith Jablonski announced foundation's newest board member, Rick Hendricks. Smith Jablonski reported on the Chamber of Commerce After Hour Event hosted by TCPL foundation. She gave an update on the Annual Appeal and the Challenge Grant.

LIBRARY DIRECTOR'S ANNUAL PERFORMANCE REVIEW

B. Ryan gave an in-depth overview of the process of the library director's annual performance review. A discussion ensued. B. Ryan asked the Director to send the process and procedure to all trustees. This is the process from 2014. He also asked the Director to send an annual report for 2015 to include:

- Review of the year
- Goals from 2015 and how they were met
- Key accomplishments and challenges
- Goals for 2016

LIAISON REPORTS

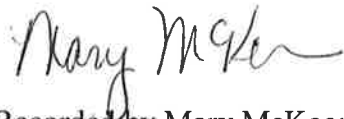
Friends – J. Clark thanked the volunteers, library and foundation board members and staff for their hard work at the fall booksale. The booksale consisted of 567,000 items of which 80% sold with 15,000 attendees. The bylaws and budget were approved at the annual meeting.

County – M. Lane spoke about capital projects. He announced two new Legislators; Anna Kelles and Rich John. Lane reported that the 2016 Budget vote would be tonight

QUESTIONS ABOUT WRITTEN REPORTS

None

MOTION to adjourn by T. Scott and seconded by K. McClane at 4:56. Unanimously approved.



Recorded by Mary McKeon
Administrative Assistant



Endorsed by Peter McCracken
Secretary