

TOMPKINS COUNTY PUBLIC LIBRARY
DRAFT MINUTES OF THE BOARD OF TRUSTEES
JANUARY 26, 2016

TCPL Board Members Present: Bruce Ryan, President; Jack Clark, Peter McCracken, Ken McClane, Tim Scott, Helena Maria Viramontes, Cindy Nicholson, Kristine Altucher, Janet Corson-Rikert, Risa Mish, Helena Maria Viramontes, Thompson Terry

Board Members Excused: Rochelle Proujansky

Also Present: Susan Currie, Library director; Mary McKeon, Admin. asst., Suzanne Smith Jablonski, TCPL Foundation Executive director, Carrie Wheeler Carmenatty, Library programming and outreach coordinator

With a quorum now present, meeting convened at 4:01 p.m.

PUBLIC COMMENTS

ACTION ITEMS

APPROVAL OF AGENDA DOC 16-01

A **MOTION** was made by K. McClane and seconded by C. Nicholson to approve the agenda with the addition of Executive Session. Approved unanimously.

APPROVAL OF DECEMBER 15, 2015 DRAFT MINUTES DOC 16-02

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

APPROVAL OF BILLS

I, Treasurer, Cynthia AB Nicholson, in keeping with New York State Education Law, certify that I have reviewed payroll #26 dated 12/22/15 totaling \$44,797.44. 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 Year End 2015 bills in the amount of \$72,783.29 as listed in abstracts #38, and #39.

I, Treasurer, Cynthia AB Nicholson, in keeping with New York State Education Law, certify that I have reviewed payrolls #1 dated 1/7/16 and #2 dated 1/21/16 totaling \$98,062.47. 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 2016 bills in the amount of \$77,638.56 as listed in abstracts #1, #2, and #3.

ACCEPTANCE OF THE FINAL STATE AUDIT DOC 16-03

DIRECTOR'S REPORT

Director Currie reported on attending the Jan 5, 2016 Capital, Budget and Personnel Committee for the planned renovations to TCPL. The committee unanimously supported the resolution for the renovations. Currie then attended the January 5, 2016 legislative meeting, the first of the year for the County Legislature. The resolution in support of the planned renovations was passed unanimously. Also at that meeting, the chair of the Legislature was elected, Michael Lane and the vice chair is Dan Klein. Dan is also the chair of the Government Operations Committee where the library reports. Currie reported that the library's new security system has been installed and the transition to the new system has been smooth. A new Trustee Handbook is in the works. In response to a question about a digital version, Currie replied that we will have an online version and updates will be sent via email in the future.

PRESIDENT'S REPORT

President Ryan gave a brief description of Director Currie's annual evaluation. A discussion ensued.

DEVELOPMENT REPORT

S. Smith Jablonski provided a progress report on the campaign, noting we had now exceeded both the overall goal and the challenge grant goal. She distributed and explained an overview of the funding designations for campaign commitments received to date, noting in particular the funding received without restrictions. S. Smith Jablonski reported on an upcoming staffing change in the Foundation office.

STRATEGIC DIRECTION DISCUSSION

President Ryan and Library Director Currie reviewed the document outlining the major issues for strategic discussion for 2016. These include the continuing discussion about sustainable funding, the branding and marketing planning and process, an organizational analysis of the Library Administration, the Foundation plans and the capital project planning. Currie explained that the analysis of administrative work is to check the original plans for changes made 2012 – 2015 to see what is working and what might need to be adjusted. The goal is to be sure we are working effectively as a team and providing the best service possible. In terms of the branding and marketing work, a small task force (Ryan, Altucher, Currie, Smith Jablonski and Wheeler-Carmenatty) is working together to develop the structure of the initiative for the Board to discuss.

LIAISON REPORTS

Friends – J. Clark reported the friends received a lot of books and are sorting in preparation for the spring booksale.

QUESTIONS ABOUT WRITTEN REPORTS

None

EXECUTIVE SESSION

A **Motion** was made by T. Scott and seconded by K. McClane to go into Executive Session at 4:55PM. A Motion was made by K. McClane and seconded by P. McCracken to come out of Executive Session.

MOTION to adjourn by C. Nicholson and seconded by J. Corson-Rikert at 5:09. Unanimously approved.



Recorded by Mary McKeon
Administrative Assistant



Endorsed by Peter McCracken
Secretary