

TOMPKINS COUNTY PUBLIC LIBRARY  
DRAFT MINUTES OF THE BOARD OF TRUSTEES  
June 28, 2016

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

Board Members Excused: Risa Mish

Also Present: Michael Lane, Tompkins County Legislative Liaison to the Board of Trustees; Susan Currie, Library director; Suzanne Smith Jablonski, Library Foundation director; Carrie Wheeler-Carmenatty; Library programming and outreach coordinator, Michelle Benjamin; Library business manager, Arel LeMaro, director of Tompkins County Facilities

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

PUBLIC COMMENTS

None

ACTION ITEMS

B. Ryan recognized new trustees L. Maurer and D. Trotter and extended his appreciation for their willingness to serve.

S. Currie presented gift books, made possible by an anonymous donor, to LEGO Build Co-Chairs Peter and Andrew McCracken and lauded the duo for their creativity and dedication to the LEGO Build.

APPROVAL OF AGENDA DOC 16-35

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

APPROVAL OF April 26, 2016 DRAFT MINUTES DOC 16-36

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

APPROVAL OF BILLS DOC 16-37

I, Treasurer, Cynthia AB Nicholson, in keeping with New York State Education Law, certify that I have reviewed payrolls #11 dated 5/26/16, #12 dated 6/09/16 and #13, dated 6/23/16 totaling \$142, 007.82. 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 June 2016 bills in the amount of \$224,172.05 as listed in abstracts #16, #17, #18 and #19.

Ratify May Bills

I, Treasurer, Cynthia AB Nicholson, in keeping with New York State Education Law, certify that I have reviewed payrolls #9 dated 4/28/16 and #10 dated 5/12/16 totaling \$96,069.65. 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, May 2016 bills in the amount of \$157,824.88 as listed in abstracts #13, #14 and #15.

Acceptance of Annual Audit (Emailed prior to meeting)

H. Viramontes offered kudos to Business Manager M.Benjamin for an exemplary audit.

Final Approval of Policies

A **MOTION** was made by C. Nicholson and Seconded by T. Terry to approve the following policies:

- Tompkins Together DOC 16-38
- Safe Child Policy DOC 16-39
- Staff Development Policy DOC 16-40

All policies were unanimously approved

NOMINATING COMMITTEE REPORT

R. Proujansky reminded trustees that they are expected and encouraged to suggest candidates for Board membership.

STAFF COMMENTS

None

STRATEGIC DIRECTIONS DISCUSSION/REVIEW:

S. Currie and A. LeMaro provided an update on the renovations being made possible by the 21<sup>st</sup> Century Library Campaign.

Currie announced that the library will serve as program manager and Tompkins County Facilities will serve as project manager. The library is responsible for hiring the consultants, while the County serves as the library's agent—ensuring we are receiving the design and services we want

and reviewing the proposal to guarantee library needs and expectations are met. The County is also responsible for awarding the construction contract(s).

Currie also announced that TCPL has received a New York State Public Dormitories Grant in the amount of \$300,000, which was sponsored by Assemblywoman Barbara Lifton. The grant must be used for construction, and will offset costs related to the renovations, so that expenses expected to be encumbered by the Campaign can be used for restroom renovations.

Following the County's lead in approving QPK as project architects, Currie asked the Board to vote to contract with them for design services. A **MOTION** was made by K. McClane and seconded by T. Terry, unanimously approved.

#### DIRECTOR'S REPORT

Currie announced that the annual pre-budget presentation to the County Legislature and Administration is scheduled for July 20, 2016 at noon in the BW Room. Trustees are invited as are department heads. Please rsvp to Mary McKeon or Carrie Wheeler-Carmenatty if you are able to attend. Lunch will be provided.

Currie updated the Board on the Focus group work for the branding and marketing initiative. All focus groups have been held with a total of twelve meetings held: Patrons/community members, Library staff, Trustees, Foundation Directors, Friends, Volunteers, Junior Library Advisory Council, Not-for-profits and businesses as well as a focus group for members of the County Legislature and Administration, Town Board and Ithaca Common Council. Carrie Wheeler-Carmenatty has collated the responses and has been working with Kris Altucher to review them. The Community Relations and Outreach Committee will also review the results at their July meeting to identify common themes. After that, we will need to research marketing assistance and plans.

We have a new mural that will be outside on the southwest corner of the building (the corner facing the garage on S. Cayuga Street) that will feature a mural of Ezra Cornell with a quote from Charles Finch overlaid, words to describe the library from the staff focus groups and information about Ezra Cornell founding the library in 1864. The mural will be placed later this summer and is part of the art sponsored by the Community Arts Partnership and the Library. Sally Grubb, our art exhibit coordinator helped facilitate the mural's creation.

#### DEVELOPMENT REPORT

S. Smith Jablonski thanked the Board for their support of the 21<sup>st</sup> Century Library Campaign and recognized the visionary leadership of S. Currie. The Campaign will close on June 30 and has raised more than \$3.5 million. The Foundation board and staff are currently thinking of ways to recognize each person who donated to the Campaign within the library.

Smith Jablonski announced that the annual Library Leaders Circle event will be held on August 3 at the Treman Center.

She further noted that the final pieces of the LEGO Build project have arrived and are being added. The Foundation is now working on promoting the sale of commemorative LEGO sets.

#### LIAISON REPORTS

Friends—J. Clark announced that volunteers are busy shifting books at the Booksale site and said volunteers are needed to move books. He added that the outside of the building had been painted and a bicycle rack will be added in the coming weeks.

County Liaison—M. Lane welcomed new board members L. Maurer and D. Trotter and thanked them for their service to the library and Tompkins County. Lane announced that budget season is underway and local legislators are awaiting final word on state funding. He noted that state mandates have eased a bit, due to a change in the funding structure for assigned council programs. He concluded by thanking library staff and the Board for their work on behalf of the library.


#### QUESTIONS ABOUT WRITTEN REPORTS

K. McClane commented that he noticed a review of the BorgWarner Community Room policy is set to begin and suggested that any increase in rental fees be nominal to continue to encourage heavy use by community members and organizations.

**MOTION** to adjourn by C. Nicholson and seconded by K. Altucher at 5:31. Unanimously approved.



Recorded by C. Wheeler-Carmenatty  
Library Programming and Outreach Coord.



Endorsed by Peter McCracken  
Secretary