

TOMPKINS COUNTY PUBLIC LIBRARY
 BOARD OF TRUSTEES
 TUESDAY, NOVEMBER 18, 2025
4:00 – 6:00 pm

- | | |
|---|---------------|
| <u>CALL TO ORDER</u> | 4:00pm |
| A. <u>APPROVAL OF THE AGENDA</u> | DOC 25-86 |
| B. <u>NYS PROCLAMATION ACKNOWLEDGING 25 YEARS SERVING THE COMMUNITY ON GREEN ST by Senator Lea Webb</u> | |
| C. <u>PUBLIC COMMENT</u> | |
| D. <u>ACTION ITEMS</u> | 4:10pm |
| 1. Draft minutes of October 28, 2025 | DOC 25-87 |
| 2. Audit of Bills | |
| Operating Budget in the amount _____ | |
| 3. Staff who have been promoted | DOC 25-88 |
| 4. Nominating Committee Report | |
| E. <u>DIRECTOR'S REPORT</u> | 4:20pm |
| F. <u>PRESIDENT'S REPORT</u> | 4:30pm |
| G. <u>SEARCH COMMITTEE UPDATE</u> | |
| H. <u>LIAISON REPORTS</u> | 4:40pm |
| 1. County – Rich John | |
| 2. Foundation – Kerry Barnes | |
| 3. Friends – Nina Scholtz | |
| I. <u>WRITTEN REPORTS</u> | |
| 1. November Staff Report | DOC 25-89 |
| 2. Finance & Personnel Committee | |
| a. Minutes of October 21, 2025 | DOC 25-90 |
| b. Minutes of November 11, 2025 | DOC 25-91 |
| 3. Library Service & Policy Committee | |
| a. Next meeting February 10, 2026 | |
| 4. Community Relations and Outreach Committee | |
| a. Minutes of November 4, 2025 | DOC 25-92 |
| J. <u>EXECUTIVE SESSION</u> to discuss confidential personnel matters, and collective bargaining | |

NOTE: In order to expedite the routine business of the board, please call Director Kat Savage (ksavage@tcpl.org) with any questions that you may have about the information items prior to the board meeting.

REMINDER:

DATE OF NEXT BOARD MEETING
DECEMBER 16, 2025

TOMPKINS COUNTY PUBLIC LIBRARY
DRAFT MINUTES OF THE BOARD OF TRUSTEES
OCTOBER 28, 2025

TCPL Board Members Present: Kathy Weinberg, President; Lis Chabot, Laura Krauss, Nina Scholtz, Christina Brewington, Emily Hopkins, Beth Osborne, Jason Kovari

Trustees Excused: Reyna Florentino-Gambrell, Carrie Bauer, Sarah Clausen, Darrell Long, Shelley Wong

Also Present: Kat Savage, Interim Director; Kerry Barnes, TCPL Foundation Executive Director; Mary McKeon, Administrative Manager; Brian Sasser, Communications Manager; Dan Nickerson, Business Manager; Rich John, County Legislator

Without a quorum, the meeting is convened at 4:01 p.m., starting with Public Comment, then reports until a quorum.

CALL TO ORDER

PUBLIC COMMENT

The following attended the meeting and addressed the board:

Ally True
Kelly Doolittle
Saverine Corylus
Muraci Sitaraman
Joyce Wheatley
Cassie Shortle
Effie Johnson
Cady Fontana
Jeremy Jordan
Shelby Bushe
John Mankovic

NOMINATING COMMITTEE

The nominating committee will bring forth the slate of officers at the November meeting for a vote.

DIRECTOR REPORT

K. Savage thanked Susan Currie for leading TCPL from April to October. K. Savage also welcomed Dan Nickerson, who started in early October as our new Business Manager.

The Fall Friends of the Library book sale will wrap up at 8pm tonight - so if you want to fill up a bag of books and support TCPL after this, you can go over to Esty St and do just that!

The Foundation fundraiser is this Friday, October 31st. Kerry will be speaking more about that.

I will be attending the New York Library Association conference next week and look forward to connecting with library colleagues from across the state. Our own Ally True, library assistant in Circulation, will be presenting a program based on her experiences at the Ithaca College library.

TCPL is in the process of migrating to Windows 11, which included a significant hardware upgrade as our Windows 10 machines were unable to support the new, more secure operating system. I want to commend the staff for working through the various kinks and fine-tuning to provide uninterrupted service to our public at 9am on Monday. Thank you especially to Tom Fredette, Librarian II in Circulation, for project-managing.

Each month, each department prepares a detailed report for the board packet. I realize many of you have busy schedules, Savage highlighted a few wonderful items from each department's report.

Asia Bonacci and Judd Karlman from the Adult Services department have led two book clubs at the Cayuga Addiction Recovery Services sites in downtown Ithaca and Trumansburg. This project was funded by a Finger Lakes Library System mini-grant. In an icebreaker at one meeting, Asia and Judd asked what participants' favorite book is - one participant said, "Well, this is the first book I've read, so I guess this one." Well done Asia, well done Judd, and thank you to Finger Lakes for supporting this initiative. We look forward to building this partnership.

Cassie Shortle from Youth Services visited this year's first Family Night for TCA Head Start families at the Sciencenter. We presented a storytime attended by 22 children and answered questions about the library. Youth Services will continue these visits throughout the school year on a monthly visit.

Ally True and Melisa Crumrine from Circulation prepared an "Adopt-a-Banned-Book" giveaway during the ALA-recognized Banned Books week in the first week of October. 57 books that have been challenged in communities across the company were selected and wrapped in brown paper, with the only clues related to the contents being a simple card noting the audience and why they were challenged.

Thank you again for your trust in me to serve as Interim Director.

PRESIDENT'S REPORT

The Tompkins County Legislature is planning to present the Library with Recognition for 25 years on Green Street at their meeting on November 6th. One of TCPL's long-serving staff members, Tammy Drake, will be accepting the Recognition of TCPL's behalf. Tammy worked in both the Cayuga Street and helped move to the Green Street building in 2000. Trustee Lis Chabot will also be attending with Tammy.

SEARCH COMMITTEE UPDATE

S. Clausen reported on behalf of the Search Committee, Clausen stated we are working with civil service and we will be meeting on October 30 to decide on where to go from here.

LIAISON REPORTS

Foundation – The Foundation was thrilled to read Christina Brewington’s Impact Statement regarding the GIAC Library Program that TCPL librarians Milly Stephenson and Kai Zheng helped make possible. It was an honor for us to provide funding for this important collaboration and immensely heartwarming to see the impact it has had. Congratulations to the Friends on an incredibly successful book sale. The Foundation’s TCPL After Dark: Beyond the Margins fundraising event is taking place at the Library afterhours on Friday, October 31 from 7-9pm. After that, we will staff a station with the Friends at the Nov. 8th 25 Years on Green Street celebration. We are working on our audit as well as our 2026 budget and workplan, along with our end-of year appeal.

County – The county is close to finalizing the 2026 budget recommendation. John emphasized 2026 is very tough year, there were a lot of requests not given, and money went to the food pantry. John advocated for the two positions we requested, and we got one position.

Friends – The booksale was heavily attended, sales were third or fourth best sale. The sale is open tonight until 8:00 and non-for-profit sale tomorrow afternoon. The friends are cleaning out the warehouse getting ready to collect donations starting November 15th.

APPROVAL OF AGENDA DOC 25-76

A **MOTION** was made by J. Kovari and seconded by L. Chabot to approve the agenda as amended. Approved unanimously

APPROVAL OF SEPTEMBER 23, 2025 MINUTES DOC 25-77

A **MOTION** was made by C. Brewington and seconded by K. Weinberg. Approved unanimously.

A LIST OF STAFF WHO HAVE BEEN TERMINATED, HIRED OR PROMOTED DOC 25-78

A **MOTION** was made by L. Krauss and seconded by K. Weinberg to approve the list of staff who have been terminated, hired or promoted. Approved unanimously.

APPROVAL OF THE BILLS

I, Treasurer, Lisabeth Chabot, in keeping with New York State Education Law, certify that 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 2025 bills in the amount of \$219,988.61 as listed in Abstracts #29, # 30, and #31.

A **MOTION** to adjourn the meeting by C. Brewington and seconded by J. Kovari at 4:56 p.m.
Carried unanimously.

EXECUTIVE SESSION

A **MOTION** was made by L. Chabot and seconded by K. Weinberg to move into Executive Session at 4:57pm. Approved unanimously.

Update on collective bargaining. No votes took place.

A **MOTION** was made by C. Brewington and seconded by N. Scholtz was made to come out of Executive Session at 5:45pm. Approved unanimously.

A **MOTION** was made by K. Weinberg to adjourn the meeting and seconded by B. Osborn at 5:46pm. Approved unanimously.

Minutes by Mary McKeon
Administrative Manager

Endorsed by
Secretary

Tompkins County Public Library
Employee Information

Name

Sophia McKissick
Shelby Buche

Position

Librarian II
Sr. Clerk

Promoted 8/18/25
Promoted 11/10/25

NOVEMBER MONTHLY STAFF REPORT

Director's Report

Kat Savage

On Saturday, November 8th, TCPL welcomed over 300 people to our Birthday Party and Open House to celebrate 25 years of service in our Green Street Location. Visitors stopped by stations throughout the library that provided a broad look at our services and partners. Attendees were able to decorate a commemorative t-shirt (while supplies lasted), take home a gift bag. To honor the day, emcee and former TCPL Board of Trustees President **Aloja Airewele** welcomed a number of esteemed speakers: **Susan Currie**, former TCPL Director; **Melanie Stein**, Provost of Ithaca College; **Ezra Cornell**, Cornell University Trustee and great-great-great grandson of TCPL Founder Ezra Cornell.

At that event, I had the unique honor of accepting a **Recognition** from Rich John of the Tompkins County Legislature and a **Citation** from Assemblymember Anna Kelles, represented by the Assemblymember's Chief of Staff, Mary Holland-Bavis. In addition, we unveiled two brand new library cards designed by library patrons and chosen by the community.

On Wednesday, November 12th, TCPL and Lansing Library collaborated on a free screening of the new documentary **The Librarians** at Cinemapolis. The film was screened in a 150-seat theater and was "sold" out. The screening was followed by a panel discussion moderated by **Daniela del Rosario Wertheimer**, one of Cornell's First Amendment lawyers who is currently litigating against a restrictive Idaho law. Panel participants included **Lisa Swayze** of Buffalo Street Books, **Jezra Spisak** from the library at DeWitt Middle School, and myself. I am grateful to Library Assistant **Ally True** for coordinating the event on behalf of TCPL, to **Susie Gutenberger** for her partnership and leadership, and to the **TCPL Foundation** for supporting the event financially.

Shelby Buche has been promoted to Senior Library Clerk in the Technical Services Unit of Adult Services. I truly appreciate Shelby's attention to detail and process, and their dedication to making materials accessible to the public swiftly and correctly. Shelby joined the Tech Services team from Circulation on a temporary basis as a Clerk and quickly caught up on new procedures while the unit was adapting to many changes, including the shift to Ingram. Congratulations, Shelby!

Hiring procedures continue for two **Clerks** and a **Library Assistant** in Youth Services. Looking ahead, this week we will have the first of our community conversations about our **2026-2030 Strategic Plan** at GIAC. Please join us from 5-6:30pm on November 19th to share your feedback about the draft plan and the future of your Library. Special thanks to the Community Relations Committee, who have had an extremely busy year planning both the 25th Anniversary events and initiating work on the Strategic Plan.

As always, I remain thankful for my colleagues, the Trustees of Tompkins County Public Library, and every single person who uses the Library in whatever way serves them best – from listening to books on Libby to borrowing fifty graphic novels at once; from using the Makerspace to support creativity and entrepreneurial endeavors to families spending time together playing games or cuddling up with a book in the Reading Zoo; from applying for jobs

using our public computers to attending a library book club; from browsing our staff picks and new books displays to holding community meetups in our reservable meeting rooms – and so much more. We're so grateful to be your Library.

Adult Services

Judd Karlman

Adult Services Department Board Report November 2025

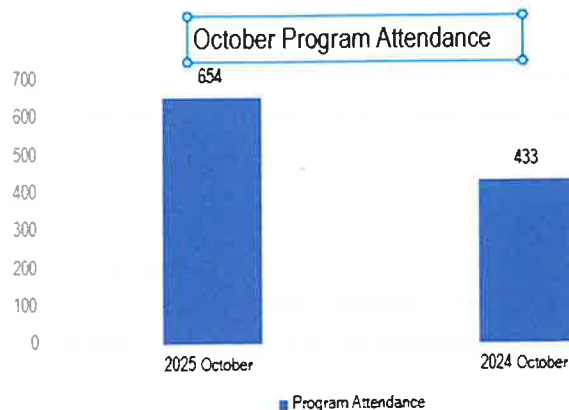


Above: Bookmarks in the laser cutter, being made on the day of the 25th anniversary to show patrons how the machine works.

Collection and Reference

The Tech Services Team has added **1097** physical items to the collection in October.

At the Aneja Family Reference Desk we have helped patrons with **1153** questions in October.



Happy 25th

Meghan, Asia and Cady collaborated, quickly putting together an amazing historical display for the event. The Makerspace team also created bookmarks for attendees with the laser cutter and created stamps for the event's passport book.

Makerspace

Cady welcomed Open Doors English for a tour and activity, making bracelets. **10** participants learned about the space available to the community while practicing conversation.

The team also fixed the laser cutter when a broken laser tube had to be replaced in the weeks leading up to the 25th anniversary celebration. It's very clear how critical the Makerspace is to our community when something breaks - several small business owners utilize the laser and Makerspace regularly.

Every Makerspace 1 on 1 opportunity offered was booked this month.

Book Club Kits

Joyce is putting together Book Club Kits. We have James on the shelf, available to be checked out and Atmosphere is in processing. With generous support from the Foundation, this collection will be growing in the coming months.

CARS Book Club

The October CARS book club was great fun and we had a good number of participants for each of the three meetings in October (between 11 and 14 each day). We are looking forward to our final book club series in February, and looking for more opportunities to collaborate with CARS.

Terror in October

Augusto Luiz Facchini led a talented group of writers in "Tales of Terror" workshops at the Library – 21 patrons attended over the three sessions. Instruction on the key elements of the horror genre were examined, prompts given and stories shared. This was great fun and perfect for the October mood.

"Thank you for your help last night. If you hadn't been there, I would not have had a warm place to sleep last night." - Patron to Jeremy, Saturday morning

The above quote was logged as 1 interaction on Gimlet, the online tool we use to track reference interactions. Although

this was not a question, I still logged it under the tag, *Praise*.

Access Services

Kate DeVoe

Lobby Desk Service

We answered **554 questions** at the Lobby Desk since our last Board report, and **33**

questions during Outreach visits. Here is a sample of questions and comments we've received:

- Effusive praise from a patron about the charging locker: "I rely on my phone being charged up for Gadabout, so this is amazing!"
- A patron donated \$10 to the Library because they "appreciate seeing us up front."
- "It's great in here! I took some photos for my own library, I live in Essex, Mass. My brother just moved to Ithaca from Minneapolis; he's wanted to come back here after being at Cornell 45 years ago. I just wanted to say this library is beautiful and you've done a great job, so please pass that on."
- Patron noticed a DVD about Kurt Vonnegut on my check-in pile, asked if it was available and said, "I love the randomness of the Library, it's my favorite thing."
- A teary eyed patron dropped off a small bouquet of flowers here. She mentioned she's been having a terrible time dealing with her landlord and that she's been coming here and getting help from so many different staff, and someone connected her to legal aid through Cornell. She just wants us all to know that she is so incredibly thankful that we have been here, not just as an institution, but as community members, and it's helping her through a really rough time.
- A regular patron moving on from Ithaca, showered Clerk Katylyn with love and appreciation! After several months of working with this patron to find housing, resources, and information, this may be the last time we see her. As she left, she said to Katylyn, "You're a real librarian, that's it!"



- A patron shared, "I took some of your drug testing stuff. My goddaughter has been spending a lot of time in Cortland and trying that stuff. I just want her to be safe." We encouraged them to take Narcan too, they said "Oh, I sure did"

Outreach & More

We are now an **Age-Friendly Certified Business** through the County Office of the Aging (COFA)! From COFA's website: *Launching in 2025, Tompkins County Office for the Aging's Business Certification aims to recognize and celebrate local businesses and organizations that have taken steps to improve the experience of customers and employees of all ages.* As one of the first organizations to become certified, TCPL will act as an ambassador for the program.

Library Assistant Ally True worked tirelessly



to help organize a free screening of **"The Librarians"** at Cinemapolis on November 12, with 182 seats filled out of 183 available! Ally shared that the engaged audience hooted, booed and clapped through the documentary. We love to see how much our community shows up for

the freedom to read!

We added THREE new outreach locations this month:

- **Catholic Charities:** We tabled through the day on Friday, November 14, talking to 50 people during their warming event, and handing out over ten free books.
- **The Shops at Ithaca Mall with Foodnet Meals on Wheels:** Our friends at Foodnet Meals on Wheels invited us to table at their new community dining location. We talked with over 30 diners, many of whom were excited about our Library by Mail program.
- **Cayuga Nursing & Rehabilitation Center:** Page Beatrice Gartenberg attended her first outreach event, with old pro Melisa Crumrine! They signed six people up for Library cards, enrolled someone in Library by Mail, and chatted with 11 more people about our services.

Our own Ally True presented at NYLA! Their session was titled, **"The Care and Keeping of College Students,"** and discussed how academic and public libraries alike can support and engage students. This was Ally's first NYLA Conference, and they are "so excited to bring things back to our library" like animation workshops, queer partnership ideas, and new collaborations with our neighboring colleges.



Youth Services

Kai Zhang

Youth Services Department

Board Report

November 2025

Prepared by Kai Zhang, Youth Services Manager



Furry friends in costumes celebrating Halloween with kids at Sit, Stay, Read

October 2025 Statistics	Programs	Attendance
Totals	136	3235
First Five Years	22	581
Children (5-11)	31	1108
Teen (12-18)	11	156
General Interest	10	511

Coming up

November is the month of giving thanks, and we are especially grateful for our vibrant, diverse community. In addition to our strong partnerships with local nonprofit organizations, we have also developed meaningful collaborations with many Cornell University groups.

Cornell Companions has partnered with us to bring dogs to the well-loved Sit, Stay, Read program, where children read to their furry, non-judgmental listeners every Monday. The Chemists for Outreach and Graduate Inclusion (CoRGi) group at Cornell has been co-hosting a monthly science program for children ages 5 and up. Cornell's Women in Computing presents a Girls Who Code beginner coding workshop, while the Society of Women Engineers brings the Engineering in Action program to inspire young minds. Cornell's B.A.B.Y. Lab will host an engaging session focused on the science of brain plasticity, helping parents better understand how to support their children's development.

Along with our regularly offered weekly and monthly program offerings, here are some program highlights coming up this November for children, teens, and families:

November Special Events for parents and caregivers

- **Ithaca Food Resources Fair:** Seven community organizations providing food resources will come together to help families learn how the Ithaca community can support them with meals and pantry items or how they can give back and support the community!
- **How To Talk with Your Child About Sexuality:** Presented by Planned Parenthood of Greater New York about strategies for talking with children about important issues.

November Special Events for Tweens and Teens



Kids at GIAC are enjoying their new classroom libraries, a collaboration between GIAC, TCPL, and the Foundation.

- **Teen Art Workshop with The Learning Web:** Teen will work on a collaborative mixed-media collage and learn about career exploration in the art field!
- **Girls Who Code Coding Workshop:** a beginning coding workshop presented by Women in Computing Cornell.

Limited Series & Special Events for Children and Families

- **Special Storytime**
 - ♦ **Chinese Bilingual Storytime** presented in English and Mandarin by TCPL's own Kai Zhang.
- **Art**
 - ♦ **Preschool Art Studio:** for toddlers and preschoolers, presented by TCPL's own Kat Savage, funding made possible by the Margaret Johnstone Hilton Children's Endowment Fund
 - ♦ **Autumn Art Fun** for preschoolers, presented by teaching artist Stiller Zusman, funding made possible by the Margaret Johnson Hilton Endowment Fund.
- **Music**
 - ♦ **Family Concert & Storytime** with the Cayuga Chamber Orchestra
 - ♦ **Ballet and Books:** improves children's literacy skills through a combination of dance instruction and literacy-focused mentorship.
- **STEM**
 - ♦ **Families Learning Science Together** returns with monthly science workshops for elementary age children, presented by Cornell University's Chemists for Outreach and Graduate Inclusion (CoRGi).
 - ♦ **Engineering in Action:** Children 7 and up learn what an engineer is, and how they plan and build structures, presented by the Society of Women Engineers.
- **Other**
 - ♦ **Fall Fun Yoga** returns with four more sessions, presented by Danny Kelly, an early childhood teacher, yogi, dancer, and musician.

Book Club Update

The **Tween Book Club** will read *Impossible Creatures* by Katherine Rundell. There will be no **Early Reader Book Club** in December due to the holiday.



Fun at Cassie's Animal Sleepover Party



Weekly program highlight: a cave art themed Story & Craft

Regular Weekly Programs and Outreach for Children and Families

We usually do not include regular programs in the Board Report, but with the year drawing to a close, I believe these programs deserve to be highlighted. Here they are:

- **Monday:** Baby Toddler Playtime; Sit, Stay, Read; Teen Maker Monday; GIAC Bobcats
- **Tuesday:** Lego Family Build Night
- **Wednesday:** LGBTQ+ Youth Group
- **Thursday:** Story & Craft
- **Friday:** Baby & Toddler Storytime
- **Saturday:** Family Storytime
- **Monthly and Biweekly Outreach** to Racker, Global Roots Play School, and Head Start

Staff Highlights

Kat

"I was happy to return to YS for a morning to offer Preschool Art Studio! This popular summer program will be offered on a monthly basis. Our November session saw 45 attendees as young children explored art through sculpture, collage, and mark-making. Caregivers were prompted to interact with their children to build their early literacy skills."

Cassie

"Animal Sleepover Storytime was rudely interrupted by brownouts in the building, but we ended up having a great 10-minute storytime and a quick pivot to getting the stuffies ready for bed. I'm so grateful for the help from Kai and Brian the next morning. It takes a village!"

"At Storytime on Saturday there was a little girl dragging around the remnants of her robot craft. Her parents said it has been her favorite thing ever since she made it, and she takes it everywhere! - reported by Sasha and it made me so happy!"

"A patron told me that when her daughter walked down to the Apple Fest from the Farmers Market, she got herself turned around and felt scared and lost without a phone to contact her family. She came to the library knowing that we have maps of downtown. While she was here, she saw me from a distance and felt very comforted that I was here if she needed help. It gave her the courage to go back out and find her way. Her mama got teared up telling me the story. I'm so grateful that our presence means so much to the community."



*Children's art projects from
Stiller's Autumn Art Fun*



Library staff dressed in costumes on Halloween

Milly

"Last week I had a nice conversation with a family as I made library cards for the parents. They have a two-year-old and a two-month-old, and they had the slightly shellshocked look of sleep deprived parents. It reminded me strongly of when my kids were young and I was in a new city. The public library was a lifeline for me then, and I love the fact that I can now return the favor by helping to create community for new parents in Ithaca. I talked with them at length about our programs for babies and toddlers, and let them know that they are also welcome at programs like Lego Build Night or Sit Stay Read (where they could read along with their toddler). I was happy to see them a few days later at Family Storytime. I think they may become our newest regulars."

"Sasha and I are settling into the schedule of visiting Global Roots Play School every two weeks. We had a nice visit there on Tuesday 11/4. The students are beginning to learn the songs and storytime routine. I'm glad we adjusted the schedule so that Sasha and I share this outreach. It's nice for us and the students/staff there to get to know each other better than we could if it was shared between 4-5 staff members."

"My first Code Quest class was a success. I am already starting to think about future offerings in 2026. I'd like to purchase one more set of programming robots for older students and then offer sessions for various ages and ability levels. I'm no Joah but I'm having fun."

Sasha

"Cassie and I visited BJM's after school program and did a story time. It was such a blast - the kids were very sweet and so excited to tell us about the bagel toppings they were drawing on our bagel-themed craft. (We read "The Bagel Who Wanted Everything" and sang a song about our favorite bagel toppings, too!)"

Mel and I have been putting together a Food Resource Fair to give a platform to the many organizations assisting our community with meals and pantry items, in response to the loss of SNAP benefits. This resource fair will be Thursday, November 13th, from 5-7 pm. While this event has not happened yet, I feel that this is the kind of work that public libraries are meant for and reminds me why our work is so important to our community."



Pumpkin Carving & Decorating Party



Children decorating a huge paper birthday cake at the Family Storytime to celebrate TCPL's 25th anniversary

Woody

"Pumpkin Carving & Decorating: This was a very fun and well attended event. Just over 100 people came to carve/decorate pumpkins. Indian Creek Farms donated 50 pumpkins, and 40 of them went home with folks and families that night to sit on porches and stoops for Halloween."

"Last month 49 people came to the Ages 8 to 108 Board Game Club and played 12 different games together. Conversations were had, skills were shared, and everyone had a great time."

Julia

"Celebrating our 25th anniversary on Green St. with a library-and-birthday family story time, complete with a huge (paper) "cake" that everyone could contribute to"

"Learning more about the science of reading, why some common strategies don't work, and how to support kids in that process"

"Dressing up as a fairly convincing Miss Rachel for Halloween"

Finance & Personnel Committee Meeting
October 21, 2025

Meeting called to order at 4:02P
Approval of the agenda
Weinberg Motion / Long Second
Approved

No Public Comment

Introductions of new Business Manager - Dan Nickerson and new Trustee Committee Member - Linda Bartnik

Review of Monthly Financial Statements

Dan - Not everything is accurate as bank statement reconciliation has lagged behind for several months. So far, up through May 2025 have been reconciled with the goal of accurate statements and reconciliation by next F&P meeting.

Review of Revenues and Expenses 9/1/2025 through 9/30/2025

Discussion of where yet unreconciled items are currently skewing the balance sheet.
Discussion of what each line item represents occurred, as well. Clarification on some line items included the definition of fund balance that cannot be used for recurring expenses, but is only to be approved for one-time expenditures.

Note: Traditionally, parenthetical amounts indicate negatives in a balance sheet. However, in the balance sheet presented, these represent not-yet-reconciled items.

Questions:

Do we get funding from The County quarterly? Yes. Although sometimes there has been discussion of changes. Library does not work on a reimbursement model, which is somewhat unique.

Financial Statement for full Board will not be available for October meeting, but there is a goal of next meeting. Dan will also share priorities and timeline.

Tompkins County Public Library
Finance and Personnel Committee Meeting
11/11/25
BorgWarner West
4:00 - 6:00 pm

1. Call to Order

The Meeting was called to order at 4:01PM

1. Approval of the Agenda

Long Motion / Second Bartnik

Vote: Unanimous

1. Public Comment

NO Public Comments

1. Financial Statements Update

Efforts continue to catch up. Statements through July will be accurate as of next Board meeting. All abstracts are up to date. There will be some training to improve work in MIP, so that all statements can be caught up, through September 2025 for December F&P Committee Meeting.

1. EAP Discussion - Dan talked with the consortium re: accessing their instance of "The EAP," or Employee Assistance Group. Pricing is favorable. Dan will pursue this for employees as soon as is feasible. This will require a discussion with labor. This is also a good fit, as it is what all county employees use.

1. HRA Discussion

This has been renewed and everything will remain the same. Fund balance contains an HRA reserve for contingencies.

1. Tompkins Trust CD Discussion

Current CD is at a 3.9% rate of return. Competitive rates nationwide are approximately the same. 12/31 is the maturity date of the existing CD. A discussion has been had with the Bank. We asked if we could roll this into a CD that would have the same, or as close as is possible, rate of return. It will be evaluated as to whether a portion of the amount in this CD will need to be moved to fund balance to cover increases related to the most recent contract negotiations. Decision will be made by the December F&P meeting.

1. NEW ITEM - FLLS has asked member libraries to pay into the pool for money utilized for Overdrive. TCPL will voluntarily contribute an appropriate amount. This is

allocated in the 2026 budget. F&P committee had not seen this communication in the past, but there are no objections.

1. Director Search Update

The Search Committee will be doing screening interviews with finalists. Tentatively, the committee hopes to bring the two finalists to TCPL on December 1 and December 3. Schedule will be shared by November 11. Presentation and writing prompts have been prepared.

1. Executive Session to Discuss Confidential Personnel Matters

Weinberg Motion / Long Second

Unanimous

No Votes

The committee came out of executive session at 5:20PM

1. Adjournment

Chabot Motion / Weinberg Second

Unanimous

The committee adjourned the meeting at 5:21PM

**Community Relations Committee
25th Anniversary Celebration Planning
11/4/2025 - 4:00 pm**

In person attendance: Brian, Cara, Milly, Sam

Virtual attendance: Christina, Kat, Kathy, Sarah

Part One - Final Prep for 25th Anniversary Party:

- IC will print maps and we will fold in house
- Bookmarks being laser-engraved in the makerspace, should have enough by Saturday
- Sarah will pick up cupcakes at Wegman's - need a stand?
- Sign-up sheet has been sent to various boards for board members to attend
- Cara will bring beverage dispensers for water, Sarah will bring cucumbers for cucumber water, warm beverages delivered by Ithaca Bakery
- Glow sticks, t-shirts, and black light markers are all here and ready
- Brian will make cue cards for library memory videos
- Still waiting on pennants and fidget rings for goody bags
- Brian will need help with setting up the stage riser from Borg closet
- Sam will oversee giant cake transportation

Part two – Strategic Plan Planning:

- Focus group to get feedback on strategic plan at GIAC on 11/19 at 5:00 pm
- The space will be available free of charge
- Snacks will be provided – not yet clear what budget line
- Share strategic plan draft from July – get feedback
- Shortened version of survey also available
- Publicity for strategic plan – how to get it out broadly?
- Timeline for strategic plan – finalized in early 2026
- Working group for 11/19 focus group – Christina, Sarah, Kat

Next meeting: Tuesday, December 2nd, 4:00 pm