

The Cortland Free Library Board of Trustees met at the library at 8:00 AM on May 28, 2014. Members present: Mrs. Diane Ames, who presided, Dr. Nick Esposito, s. Mimi Griswold, Dr. Mark Martin, Ms. Georgette Ogle, Mr. Russ Ruthig, Mr. Myron Walter, Mrs. Linda Eberly, and Ms. Jacalyn Spoon, Library Director. Members excused: Mrs. Vivian Bosch, Mr. Aaron Hart, Ms. Kathleen Hennessy, Mr. Dale Taylor and Mr. John Whittleton.

Minutes, bills, and payroll were reviewed. Dr. Martin raised the question of whether the amount in the CFCU Share account included \$15,000 from the tax levy as noted in the Reconciliation statement (04/29/14 deposit.) Director Spoon will research the matter. On a motion by Mr. Ruthig, seconded by Mr. Walter, the minutes, bills and payroll were accepted.

Director's Report (see full report).

1. The previously reported and observed water leakage in the Youth Area wall has not continued this month, although no intervention was made. Mr. Baranello is interested in doing "pressure testing" of the boilers. Mr. Walter plans to contact Mr. Baranello about the situation.
2. Upgrades for three Windows XP computers (to Windows 7) have been purchased at a cost of about \$1000. The Youth Area AWE computer has a warranty for another year; this computer has unique early literacy programs. Mrs. Davison has identified funds to assist with the upgrade costs. (Stats show that the computer was used 60 times in April 2014.)

Committee Reports.

Finance. Dr. Martin reported that \$30,000 has been paid down on the line of credit. Medical insurance will require a 15% employee contribution/deduction this year.

The library does not have a pregnancy/birth leave policy in place. The usual disability leave time is eight weeks; for pregnancy and birth it could cover two weeks before and six weeks after delivery.

Buildings and Grounds. Mrs. Ogle indicated that aside from John Battle's work on the roof, there has been little construction activity during the month.

Grants. Dr. Esposito reported that the time frame for completing work for the 2012 grant (main reading room, workroom and storage area improvements,) has been extended to June 2015. A visitation by FLLS representatives is scheduled for June 9 to view the areas included in the latest grant application. Still needed for the written application are a letter of certification from Morgan Stanley, SHIPO approval, and a review by Mr. Walter. An application for McDonald Foundation funding for matching funds is under consideration.

Old Business. Mr Ruthig estimated that the recommendations for revision of the by-laws would be completed by the end of the year. Ms. Griswold is working on the Personnel Policies.

New Business. President Ames asked board members to indicate committees they would be interested in serving on. Whether to increase funding through an increase in the amount of the library tax levy is an issue to determine in the next month or two.

The meeting adjourned at 9:15 AM.

Linda Eberly, Secretary

Next meeting: June 25 at 8:00 AM, followed by Investment meeting with Morgan Stanley.