

The Cortland Free Library Board of trustees met at the library on February 19, 2014 at 8:05 AM. Members present: Dr. Nick Esposito, Mr. Aaron Hart, Ms. Kathleen Hennessy, Dr. Mark Martin, Mr. russ Ruthig, who presided, Mr. Myron Walter, Mr. John Whittleton, Mrs. Linda Eberly and Ms. Jaclyn Spoon, Library Director. Members excused: Mrs. Diane Ames, Ms. Georgette Ogle, and Mr. Dale Taylor.

Dr. Esposito moved, seconded by Ms. Hennessy, to confirm the nominations of Mr. Myron Walter, Mrs. Vivian Bosch, and Ms. Mimi Griswold to the board; the motion carried.

Vice-President Ruthig officially welcomed Mr. Walter as a new member of the Board of Trustees.

Minutes, bills and payroll were reviewed. The minutes were amended; see revised minutes of January 22, 2014. The amended minutes, bills and payroll were accepted on a motion by Ms. Hennessy, seconded by Dr. Esposito.

Director's Report (see full report.)

1. Word has not been received from Mr. Baranello regarding the repair of the boiler-exhaust system.
2. Information re: raising the minimum wage is delayed; it may be available later in the month.
3. Steve Marstall is working on a schedule for computer replacement (see handout); ten require replacement now, and eventually five or more per year will be in need of replacement.
4. John Battle reports that roof work requires dry weather; he has been working on the portico since February 12.
5. Circulation reports were provided in two formats; one as Item Circulation by Collection, and monthly statistics (see handouts.)
6. FLLS is in the process of moving, and is disbanding its collections of large print and children's board books.
7. Finances. See Bank Account Balances report of 02/18/14. Consensus of the board was to pay a \$34,213 assessment by the NYS and Local Retirement System received in December 2013. On a motion by Dr. Martin, trustees approved the payment of \$12,874 (0805 savings account at NBT Bank) plus \$4000 from the 0292 checking account in combination with other funds to cover the #34,213 bill. The motion was seconded by Mr. Walter and passed.
8. Director Spoon has developed a document for employees to sign to either join the retirement system or indicate that they were offered the privilege and declined.

President's Report.

President Ames noted in an email communication that the library will be required to submit a petition with at least 25 signatures to the Board of Education if and when a request for a funding increase arises in the future, and, if the amount is over the state's 2% cap, a resolution must be passed by the Board of trustees affirming the decision. Director Spoon will be filing a user name and password with the NYS Comptroller's web

site prior to March 1, 2014. Vice-President Ruthig stated that there will not be an increase in the school tax levy this year.

Committee Reports.

Finance. See above.

Investments. (See CFL Endowment Performance Report.) The January 14 report shows a total value of \$2,685,013.09 in all accounts. Mr. Whittleton stated that the committee is slated to meet with Morgan Stanley representatives on March 14. Director Spoon indicated that CPA Page Anderson of Port, Kashdin and McSherry has made an appointment to review the books.

Building and Grounds. The Youth Room floor bulge has not been fully repaired; a coating can be applied to the floor later at half-price.

Grants. Dr. Esposito reported that Mr. Walter is to provide an estimate for lighting improvements for a grant proposal which carries a 25% matching fund requirement. Mr. Walter mentioned the possibility of installing indirect lighting sources on the side walls of the main floor.

Old Business. Vice-President Ruthig stated that the by-laws and personnel policy are under revision. The total number of board members may be adjusted downward in the proposed revision.

As there was no new business, Dr. Esposito, seconded by Mr. Hart, moved to adjourn the meeting at 9:25 AM.

Linda Eberly, Secretary