

The Cortland Free Library Board of Trustees met at the library at 8:00 AM on April 23, 2014. Members present: Mrs. Diane Ames, who presided, Mrs. Vivian Bosch, Dr. Nick Esposito, Ms. Mimi Griswold, Mr. Aaron Hart, Dr. Mark Martin, Mrs. Georgette Ogle, Mr. Russ Ruthig, Mr. Dale Taylor Mr. Myron Walter, Mr. John Whittleton, Mrs. Linda Eberly and Ms. Jacalyn Spoon, Library Director. Member excused: Ms. Kathleen Hennessy.

Minutes, bills and payroll were reviewed. Under bills and payroll, the handling of cash donation was discussed (p. 1 of Transaction Detail by Account.) Director Spoon indicated the antivirus renewal fee of \$588.00 (listed on p. 5) is a charge that FLLS is passing along to local libraries as state funding decreased. On a motion by Dr. Esposito, seconded by Mr. Ruthig, the amended minutes, bills and payroll were accepted.

Director's Report (see full report).

1. Attendance at library-sponsored programs and events is increasing, including those in the Youth Area.
2. Jenny Clark, Assistant to the Director, will be working on a Master's Degree in Library and Information Science through San Jose State University's online program beginning this year.
3. The City School District's library tax check was received on April 16 in the amount of \$180,075. CFCU Savings received a \$15,000 deposit; \$165,075 was deposited in the CFCU checking account.
4. An account was closed at NBT Bank in paying the NYS pension system charge. Old library financial transactions with NBT Bank are now viewable online.

Committee Reports.

Finance. Dr. Martin presented the proposed budget for 2014 (see copy.) On a motion by Dr. Esposito, seconded by Mr. Whittleton, the budget was passed.

Investments. Mr. Whittleton stated that the portfolio had gained 1.8%. Income to date for the year stands at \$19,663. About \$2000 remains in the Tucker estate gift account.

Technology. Mr. Taylor reported that the upgrading of Windows XP computers to Windows 7 is underway. Director Spoon stated that several sticks of RAM memory for older Dell computers has been donated to the library by Cornell's Computer Reuse Association.

Buildings and Grounds. Mrs. Ogle reported that the new windows are being checked and cleaned. A then-item repair list has been drawn up by Mike Walker, expert builder. A meeting with architect Jon Carnes is scheduled for April 30 at 8:30 AM to discuss the Main Room renovations and more. Director Spoon described a water leak in a wall of the Youth Area; board members later toured the site. K and B Plumbing (Mark Baranello) has ordered a dye that can be used to locate the source of the leakage.

Grants. Dr. Esposito reported that the 2014 grants have been approved at the state level, and that the application form should be available online soon. Seymour Library in Auburn has requested Dr. Esposito's assistance with grant design.

New Business. Director Spoon now has a secure file in her office. The electronic door system is run from a single source located in the office; fobs are held by the Director, the Assistant to the Director, President Ames and Vice-President Ruthig.

The meeting adjourned at 8:52 AM on a motion by Mr. Ruthig, and was followed by a tour of the premises by Director Spoon.

Linda Eberly, Secretary

Next meeting: May 28 at 8:00 AM