

Meeting Minutes – March 25, 2015

The Cortland Free Library's Board of Trustees met at 8:00 AM on February 18, 2015.

Members present: Diane Ames, Mike Anderson, Vivian Bosch, Laura Gathagan, Mimi Griswold, Aaron Hart, Mark Martin, Georgette Ogle, Randi Storch, John Whittleton, Linda Eberly, Jenny Clark (sitting in for Jacalyn Spoon) Member excused: Russ Ruthig, Nick Esposito, Kathleen Hennessy, Myron Walter, Jacalyn Spoon

Call to order – 8:05 – Diane Ames, President presiding

Bills and Payroll Mark is concerned about budget and payroll being stretched if/when we hire a children's librarian. Calling for a discussion to be sure that the budget can handle it. It's also important to note the increased cost for more maintenance on the floor. Diane called for meeting of budget and finance to go over this and report back.

There was a motion passed to accept minutes. Randi's motion, Laura second.

Director's Report: Jenny is here today to answer questions in Jacie's behalf – Jacie is out today. Looking for prizes for adult programs. Will solicit local businesses for donated prizes. Diane asked about the funding sources for programming. There will be a meeting when Jacie gets back to review these sources. We did not apply for the Finger Lakes Library System Outreach Mini Grants. However, this may be a way to fund the Dolly Parton book program. Jenny will email Vivian the guidelines.

Question was asked: Can we move library statistics to a spreadsheet in order to make it easier to read and compare to previous time periods? Jenny will look into that, it may be possible.

Question concerning technical help that Jenny provides as a library service: How long do you spend with each *Tech-Time* person? The answer was approximately 45 minutes. People make an appointment. Jenny estimates 4 hours per week. Board feels *Tech-Time* is important.

Also reported: there are 15 candidates for Youth Services – 2 promising candidates.

Committee Reports:

Finance: Working to figure out trustee checking – Mark will meet with Jacie on that.

Investments: Meeting today – account is up 2.4%

Technology: No report

Building and Grounds: The leak in Youth Services is on going. Nothing found yet in the pipes. Construction in the basement is going well. Asbestos and unused pipes have been removed. Insulation has begun. Bill Kline came and showed Georgette the attic, working on a light plan for the ceiling – Bill felt lights could be done if done carefully. Some spots in ceiling look as if it may come down. Looking for painters that can repair and paint. Georgette found paintings of value with interesting history. Are we interested in displaying informational plaques. Further Art discussion in April. Meeting scheduled tomorrow with B&B to settle the dispute of their contracted work.

Nominating: No report

Personnel: No report

Grants: Is there an update for awards management? Diane will discuss this with Jacie and Nick.

Additional Agenda Items:

Dolly Parton's Imagination Library: Talked with Family Reading Partnership (FRP) and we can ask funders who also fund FRP with the caveat that our funding will not infringe upon the FRP. This approval came from Nancy Hatch. Some funders have already expressed interested in funding both. Chenango County is fully funding by United Way. A discussion with Jacie on Dollywood is upcoming.

Diane asked: Can we fund a more narrow age group? Vivian believes that you can. FRP funds newborn, 2,4,5,12, 18 months with some service for 3-, 4-, and 5-year olds. Could we serve age 4 or age 3 & 4? Vivian is working on estimating how many children we have in the County. Looking like approximately 1,400 children in the zip code 13045 in this age group. Could we cap the program? Jacie is concerned about having to turn people away. Mimi found Onondaga County is funded and has grown to support additional learning tools for children. It was suggested that our fundraising goal be set at \$2,700 to fund in year 1 with the hope that we may be able to get funding from the Central NY Community Foundation.

The Upcoming Falcons Meeting: Finger Lakes Area Library Consortium let us know that an audit may be a possibility. Diane believes our policies are up to date and will check-in with Jacie to be sure. John asked: Do we have a policy to govern credit card? E.g., It must be paid in full on receipt, only board can increase limit, etc. It was noted a credit card is necessary because online vendors require credit card use.

New Business:

Are we up to date with Library Trustee Association dues? Jenny thinks we are up to date.

Cortland Area Community that Cares sponsoring a breakfast next Tuesday and will unveil a new literacy initiative. Jenny can attend – 8 – 9:30 AM.

Is there a new contact list for board members? Jenny will email it to members.

Jenny will be receiving a 3D Printer on Loan from the Cortland STEAM House – we will house it and will have 2 volunteers trained. They will incur all costs except electricity.

Tax proposition will appear on the school board ballot.

Next meeting April 22, Wednesday.