

The Cortland Free Library's Board of Trustees met at the library at 8:05 AM on October 22, 2014. Members present: Mrs. Diane Ames, who presided, Mrs. Vivian Bosch, Dr. Nick Esposito, Ms. Mimi Griswold, Mr. Aaron Hart, Ms. Kathleen Hennessy, Mr. John Whittleton, Mrs. Linda Eberly and Ms. Jacalyn Spoon, Library Director. Members excused: Dr. Mark Martin, Mrs. Georgette Ogle, Mr. Russ Ruthig, Mr. Dale Taylor and Mr. Myron Walter.

Minutes, bills and payroll were reviewed. The minutes were corrected as follow: (1) In the Technology Committee report, Director Spoon stated that new computers are currently at FLLS being set up. Mr. Hart described the Amazon shopping plan, and (2) In reporting on Grants, Dr. Esposito indicated that CFL had requested more than \$10,700 for state funding of the lighting project, but FLLS recommended the \$10,700 amount. Also, (3) the application to the McDonald Foundation is for \$100,000 rather than \$90,000. On a motion by Dr. Esposito, seconded by Ms. Hennessy, a motion to accept the amended minutes, bills and payroll was passed.

Director's Report (see full report):

1. A representative of McPherson Builders examined the sink hole area on Oct. 21, and determined that it was a dry well made with concrete blocks. He recommended a new cover (about \$1000) at present, followed by an attachment to the storm drain in the spring (2015).
2. Director Spoon has given some old clocks found in the library's basement to the CNY Living History Museum, and plans to donate other unused/unusable shelving and computers.
3. Director Spoon plans to attend a NYLA Conference during the second week of November.
4. Outreach efforts include Betsy Davison's contacting young children in local school and Jenny Clark's focus on homebound adults. A mail-it program for rural children is under consideration.
5. At the October 17 FLLS annual meeting, Jenny Clark received the first Jan Aguirre Award, based upon characteristics of enthusiasm, grace, friendliness and patience for training and helping others that Jan displayed during her 26 years as FLLS Technology Training Coordinator. Jenny was nominated by Director Spoon: the award was presented by Rex Helwig, Computer Network Services Manager at FLLS.

Committee Reports:

**FINANCE.** Maternity Leave. Director Spoon has contacted Bailey Insurance re: Betsy Davison's leave of absence. The agency states that a report from her physician is needed to determine coverage. Electricity/gas agreement: Mrs. Bosch is exploring a comparison analysis of local energy providers and NYSMEC, the current provider. Dr. Esposito moved, seconded by Ms. Hennessy, that the NYSMEC agreement be accepted conditionally, pending the outcome of Mrs. Bosch's research; the motion carried.

**INVESTMENTS** (see full report). Mr. Whittleton reported that the library's investments are currently heavy in the field of energy, and that a 3.4% gain was achieved through September 30, resulting in an additional \$82,000 in the trustee account.

**TECHNOLOGY.** President Ames stated that Mr. Hart is now a member of the committee. Director Spoon reported that ten new computers have been installed; a 3D printer is needed. A 4330 grant request for an IT room has been submitted. Nick Pizzola of Plan First Technologies is to meet with Rex Helwig re: developing and implementing the plan. Jenny Clark is working on a Make Space grant.

**BUILDING and GROUNDS.** Flooring: Several flooring treatments are under consideration by Director Spoon and the committee. Mr. Baranello has asked for an asbestos report. Roof: No leaks have been detected in the roof after repairs were made and a subsequent inspection. A green dye has been added to the boilers, and will appear in the Youth Area if a leak reoccurs

there.

GRANTS. Dr. Esposito stated that state grant information would be issued in the spring of 2015, and that the McDonald application is on hold.

Old Business;

DOLLYWOOD program. Mrs. Bosch presented an overview of a program founded and funded by Dolly Parton to make books available to children from birth to four years of age by mailing books to their homes on a monthly basis. A 501 (C) (3) organization is needed to financially support the program locally, although Dollywood matches local funds 5 to 1. Local financial support is \$30 per child per year, including administrative costs. Local funding increases proportionally over five years as the program grows and full participation is reached. Because of the mailing aspect of the program, the local library generally serves to coordinate and administer the sign-ups, etc. even if outside funding is available. The consensus of board members was to wait until additional information could be obtained from participating libraries, and until Betsy Davison could evaluate it from the Youth Services perspective.

New Business.

FLLS Survey. Dr. Esposito noted that the grant application process is becoming more complex.

PHILANTHROPY DAY. November 15 is the deadline for donations to the Cortland Community Foundation to support local groups. An email message will be sent and information will be posted on the web site about how individuals can contribute to the library and increase its eligibility for monetary prizes.

The meeting adjourned at 9:45 AM  
Linda Eberly, Secretary

Next meeting: November 19 at 8:00 AM