

Meeting Minutes – April 22, 2015

The Cortland Free Library's Board of Trustees met at 8:00 AM on April 22, 2015.

Members present: Diane Ames, Mike Anderson, Vivian Bosch, Laura Gathagan, Mimi Griswold, Aaron Hart, Mark Martin, Georgette Ogle, Randi Storch, Linda Eberly, Russ Ruthig, Nick Esposito, Kathleen Hennessy, Myron Walter, Jacalyn Spoon

Member excused: John Whittleton

Call to order – 8:02 – Diane Ames, President presiding

Vote on Minutes, Bills, Payroll:

Discussion:

- Kathleen has a question concerning the Fees and Fines receivable in \$80K.
- Jacie has approval to go ahead with free trial of the collection service discussed previously.
- Library tax receivable appears to be off by about \$200K. Why doesn't it match the actual payment? Jacie will check as to why.
- Mark asked about \$80,000 payment listed as general maintenance. The question is: How do we best categorize these payments? Nick made a statement that the problems with the ceiling are developing and ongoing.
- Background information on endowments: 65% of endowment is limited to Books, Furniture, and fixtures. 35% is restricted by the direction of the trustees. Also take a maximum of 4% per year (approx. \$80K) for Trustee funds – that percentage follows the restrictions above.

There was a motion passed to accept bills and payroll. Kathleen Motion – Nick Second.

President's Report:

- Letter from Diane Robinson to retire in June after 36 years. Sent the board a letter. Russ moves to accept with both thanks and regret. Diane will write Diane Robinson a thank you note. This position is already filled with the current temp help that is working part-time.
- Cortland City Schools will be going for a 2.2% increase in school tax. Board agrees we will remain at the cap limit.

Director's Report:

- Two scheduled interviews for the Youth Services position. There will be a schedule Story Time with a regular interview to follow. Saturday May 2 at Noon, Thursday May 7th at 5pm. Jacie will send resumes to the board.
- Working on Plaster ceiling. Building committee approved fix of 2 other ceiling areas to be fixed. Drywall coming in today for downstairs walls.
- Grant funds for two reading programs through the Rosen Fund. *Details on the Director's Report.*
- Cortland County Library Directors has begun meeting regularly. Finger Lakes Directors will be meeting soon to prepare for making all cards (and card applications) consistent. Directors of Cortland County Libraries are requesting that we waive fees owed to us from the other smaller libraries. The board needs more information on this before making a decision. Nick suggests we research the policy and systems at the Fingerlakes level before making a decision. Can we (as well as other county directors) investigate what other systems are doing to make this work?
- Georgette won the 2015 Trustee of the Year Award! GREAT JOB!!!! Award is issued by the Statewide Library Trustee Association. Nick moves for a formal appreciation to be made for Georgette's service. Diane seconded. So – moved – CONGRATULATIONS GEORGETTE!
- Jacie and Vivian discussed ways to clarify numbers in the director's report.

Committee Reports:

Finance

- Running well. Mark investigated funds for children's librarian and we are okay to cover payroll with the new position.

Investments (No Report)

Technology (No Report)

Building and Grounds

- Making a decision on digging up the front to find the leak or adding stones and grade to the front apron. Joe Compagni is going to come in and look at the problem again to help us decide. This is being referred back to the building and grounds committee. There are developing mold issues – when the leak is stopped we'll look into fixing damage.
- Georgette's workroom is progressing and remains under construction. Boiler room is being sheet-rocked. Youth services floor will be repaired – B&B will rebate us \$1,500 – we will hire a certified installer to do the new installation with materials being used. Thank you Nick for staying on top of this issue.

Nominating (No Report)

Personnel (No Report)

Grants

- Waiting for state to make decision on latest grant we've submitted.

Old Business:

Dolly Parton's Imagination Library

- The Falcon's grant would not meet the needs of the DPIL project. Also, we cannot change the age parameters of the program but we could actively target an age group as long as we allowed others to register if they wanted to. Any one who has donated to the library since 2011 is off limits to this project. Correction to statement made earlier – we should target and allow foster children to be a part of this program. Cost of the program is progressive – year 1: approximately \$2,600; year 2 and beyond the cost will go up. We would hope to get funding from the Cortland Literacy Task Force in 2016.

New Business:

- 5 million new funds in state budget for libraries. Letter from Senator Seward.
- **Watercolor by W. Lester Stevens, MA**
 - The big question...what are we going to do?
 - Nick questions if it's a good idea to become a deposit for artwork. Is afraid we'd allocate time and funds away from our mission to something that isn't in line with our mission.
 - Jacie – can we define what our collection should be – e.g. limit our collection to those born in Cortland.
 - Laura will go to Vicky from the Frame Company and ask her to come in and give us advice. Laura is going to head up the effort to gather information. Jacie is going to draft a policy for art collection as well as do an inventory of the pieces we hold.
 - Randi spoke to of the art as providing a public service to the community. We have an opportunity to display items and things of beauty.
- Vivian wanted to share Puzzle Table and Chest Set as well as a program called, "Cooking in the Bag." You can take out cooking utensils as well as a cookbook to try that.
- 1926 Library Dedication is now on disc for all of us to watch.

Next meeting is Wednesday, May 27.