

## **CFL Regular Board Meeting Minutes**

May 17, 2023 – 6:30 p.m.

### **Board Members**

Present: Diane Ames, Julie Campbell, Liz Cole, Bonnie Haines, Kim Hay, John Hoeschele, Mark Martin, Lauren Mossotti-Kline, Glenn Reisweber, Eugene Waldbauer, Myron Walter.

Excused: Mike Anderson, Kathleen Hennessy, Mark Webster

Absent: Bryan Riccardi

### **Others Present**

Staff: Jen Graney (Director), Theresa Mekeel (Assistant to the Director)

Friends representative: Brad Meade

### **Regular Meeting:**

1. The meeting was called to order at 6:30 p.m. by President Mossotti-Kline.
2. Welcome Friends Guest Brad Meade.
3. Trustee Campbell moved to approve regular meeting minutes from April 19, 2023, seconded by Trustee Waldbauer. Motion carried.
4. Trustee Martin moved to table April 2023's Financial Statements for later review and approval, seconded by Trustee Cole. Motion carried.

### **5. Old Business**

The Library proposition that was part of the budget vote held Tuesday, May 16 passed 618 to 371. President Mossotti-Kline encouraged Trustees to continue to promote the library. Trustee Hoeschele said Finger Lakes Library System reported that all library budget votes within the system had passed.

### **6. Director's report**

Director Graney shared highlights of the director's report.

- The collaboration with Molly Reagan on t-shirts has gone very well. The shirts have been very popular. A second run is being considered due to being sold out on several sizes.
- The Stone Soup Community dinner was April 23<sup>rd</sup>. The library tabled on Court Street, the Friends held a pop-up book sale inside the Court Street Entrance, and Tammy held a storytime. Attendance was low due to the weather, but still a positive event.
- Tim Haskell accepted the Full-time circulation assistant position and began on May 2<sup>nd</sup>.
- Jen had several speaking opportunities, and opportunities to share about the budget vote. She spoke about the library budget at the School district's public hearing on May 9<sup>th</sup>, tabled at TC3 on Tuesday, April 25<sup>th</sup> as part of their "Celebrate Life Block Party", and also tabled at the YMCA on Thursday, May 4<sup>th</sup> for the Mental Health Walk.
- A special exhibit "Behind the Wall" will be going up at the library on May 31, with a reception that evening. "Behind the Wall" is a traveling exhibition of drawings, paintings,

letters, stories and poems produced by people in prison. "Behind the Wall" was conceived and coordinated by Story House Ithaca.

## **7. Committee reports**

Full committee reports are available on the trustee's shared drive.  
Chairs shared some highlights.

### **Executive Committee**

Has not met since the April meeting.

### **Buildings, Grounds & Tech**

- Chair Walter has met and received quotes for window replacement.
- The search continues in finding a new home for the blue leather couch.
- McKinney Masonry will be on site soon to give a quote for the parapet repair.
- An EV charging station proposal from Energy 5 (approved vendor for NYSEG and National Grid) was received. There would be a \$26,000 project cost (includes a \$10,000 grant) to install with an annual software fee. The 2 ports on a pedestal would take 2 parking spaces, but there could be signage to limit use. Discussion ensued. Trustees felt that while charging stations are something that will eventually need to be done, at this point more information collection and fact gathering is necessary.

### **Development & Marketing**

A grant was written and submitted to Wilkins Foundation in support of our summer reading program. If received these dollars will augment the grant funding received from the Community Foundation that was short of our request.

### **Long Range Planning**

Meeting on May 24 to review feedback, begin to update document and mission & vision statements.

### **Nominating**

Will meet to review onboarding proposal when ready.

### **Personnel**

Meeting on June 13 to discuss the online workshop Trustee Hay attended "Director Evaluations: a workshop for Trustees & Directors" presented by Brian Hildreth, Executive Director of Southern Tier Library System. The committee will decide what changes, if any, need to be made to our current Director Evaluation process.

### **Finance & Investment**

Has not met since last meeting.

### **Friends**

- Summer book sale will be held Friday, June 2 and Saturday, June 3. Trustee Hay has been in touch with the Football and Basketball coaches for the teams to help with set up and take down.

- With Friend president Chris Lund and vice president Meghan Lenahan leaving the Cortland area the Friends group will see a restructuring in the future.

#### **DPIL**

Sold a record # of corn ducky derby tickets (305), earning \$762.50 for DPIL.

Vivian was interviewed about DPIL for a podcast for the Gale Hill Radio Hour.

#### **8. New business**

- Trustees reviewed the updated NYS Sexual Harassment and Discrimination Prevention Policy. The adopted date should be added to the bottom of the policy and a generic "Library Director" should fill in the blanks. Trustee Waldbauer made a motion to approve the updated NYS Sexual Harassment and Discrimination Prevention Policy, Trustee Hay seconded, Motion Carried.
- Trustees reviewed the No Smoking / Vaping policy. Trustee Hoeschele made a motion to approve the updated No Smoking / Vaping policy with the minor edits discussed, Trustee Walter seconded, Motion Carried.

#### **9. Next Regular Board Meeting:** June 21, 2023 at 6:30 p.m..

Trustees should notify President Mossotti-Kline if they are unable to attend.

Send any proposed agenda items by Friday, June 9

There will be no meetings held in July or August.

#### **10. Adjourn**

Trustee Waldbauer made a motion to adjourn, seconded by Trustee Cole, motion carried.

Meeting adjourned at 7:18 p.m.

Respectfully submitted,

Theresa Mekeel

Assistant to the Director