

CFL Regular Board Meeting
September 20, 2023-6:30 pm

Meeting Minutes

Board Members

John Hoeschele, Mike Anderson, Lauren Mossotti-Kline, Liz Cole, Julie Campbell, Mark Webster, Kathleen Hennessy, Glenn Reisweber, Mark Martin, Bonnie Haines, Diane Ames, Myron Walter, Kim Hay

Excused: Eugene Waldbauer

Absent: Bryan Riccardi

Others Present

Staff: Director Jen Graney; Youth Services Librarian Tammy Sickmon

Friends of Library representative: Brad Meade

Regular Meeting:

1. The meeting was called to order at 6:30 by President Mossotti-Kline
2. **Welcome guests:** Brad Meade, Tammy Sickmon
3. **Public Comment:** None
4. **Youth Services Summer Reading Highlights**
Tammy Sickmon shared highlights of Summer Reading Program “All Together Now”. 232 children ages 0-12 signed up for the program, 162 logged their minutes into online program with a total of 131,215 reading minutes. Teen’s summer reading program had 23 registered with 14 reading a total of 31,844 minutes. 78 participants who had reached the 1000 minute reading challenge were honored at Suny Cortland Red Dragons opening football game. Many local presenters for special programs and activities were also recognized.

Full reports for Youth and Adult Summer Reading programs are available in the shared trustee folder on Google Drive.
5. **Approval of Minutes**
 - **June 21, 2023 regular meeting**
Trustee Haines moved to accept June 23 minutes, seconded by Trustee Webster. Motion carried.
 - **August 21, special meeting**
Trustee Hay moved to accept August 21 minutes, seconded by Trustee Hoeschele. Motion carried.

6. **Review and Vote to Receive Financial Statements**

- **June, July, August 2023**

Trustee Hennessy moved to accept June, July, August financial statements, seconded by Trustee Campbell. Motion carried.

7. **Old Business:** None to report.

8. **Director's Report**

Director Graney shared highlights of the director's report, including notification from Senator Webb's office that CFL has received \$2000 in bullet aid (funds to be included in one of the library's fall state aid payments.) and notification from Assemblymember Kelles's office that CFL was awarded \$601,750 in NYS construction aid, which was the full amount requested. CFL is to match up to 25%. Program and outreach highlights included Porchfest and Youth Services summer reading programs. Director Graney and Tammy Sickmon will attend the NY Library Association professional development conference in November.

9. **Committee Reports**

Executive Committee

President Mossotti-Kline reported that the Exec. Committee did not meet over the summer.

President

President Mossotti-Kline will resume onboarding meeting discussion with nominating committee. Shared a book for Trustees Book Club, *Homelessness is a Housing Problem*. Books were purchased for Trustee's for future discussion.

Buildings, Grounds and Tech

Chair Walter discussed meeting with Director and Trustee Reisweber to discuss issues with people sitting on front steps and signage to request no loitering. Discussed options for window repair/replacement and how to apply for grant. Held meeting with architect Jon Carnes to kick off planning for upcoming construction project.

Development and Marketing

Chair Hoeschele reported on thoughts and perspectives to Director and President on various matters related to Pride Festival, patrons facing housing insecurity and announcement of NYS Construction grant.

Long Range Planning

Chair Mossotti-Kline reported that committee will resume work to review a draft document incorporating suggestions and begin to draft mission statement.

Nominating

Chair Ames reported that committee did not meet over the summer. Any board member considering a change in their board status is asked to contact Trustee Ames.

Personnel

Trustee Hay indicated that Trustee evaluations of Director have been compiled. Committee will review document and share with Director.

Finance and Investment

Chair Webster reported that the new investment policy has been approved by the Finance Committee and Morgan Stanley, awaiting board approval at today's meeting. Committee discussed the budget process and will meet October 11 with Director to continue work on budget.

Friends

Friends representative Meade reported that the number of book donations has resulted in little work space for sorting. A pop-up book sale is planned for October 7 (during Pumpkin Fest); books will be priced at twenty five cents each to help reduce inventory. President and Vice President of Friends group will be relocating out of the area, also mentioned that Jan Dempsey will be leaving group. Next meeting is scheduled for September 27.

DPIL

Vivian Bosch reported that DPIL received a check for \$1500 from the Breakfast Rotary Club. DPIL will be participating in the Cortland Community Foundation's Philanthropy Challenge once again this year.

10. New Business

• Policies

○ Investment Policy

Trustee Hoeschele made a motion to approve the investment policy, seconded by Trustee Hennessy. Motion carried.

○ Audit/Review Schedule (update format only)

Trustee Martin made a motion to approve, seconded by Trustee Cole. Motion carried.

• Vote/Approval to open at noon on the following days to accommodate staff training:

Monday, October 9, 2023 (Indigenous Peoples Day/Columbus Day)

Monday, February 19, 2024 (Washington's bday)

Monday, October 14, 2024 (Indigenous People's Day)

Monday, November 11, 2024 (Veteran's Day)

Trustee Hay made a motion to approve date noon openings, seconded by Trustee Ames. Motion carried.

- **Vote/Approval for Countree landscaping maintenance payment**
Trustee Webster made a motion to approve payment, seconded by Trustee Haines. Motion carried.
- **Vote: Tax Levy 2024**
Director Graney shared that per the NYS Comptroller's office, the tax levy limit for FYE 2024 is \$461,024.
Trustee Ames made a motion that CFL not exceed the 2% tax levy cap for 2024, seconded by Trustee Hoeschele. Motion carried.

11. **Next Board Meeting: October 18, 6:30pm**

Please notify Lauren if you are unable to attend a meeting. Please send any new agenda items by Friday, October 6.

12. **Adjourn**

Trustee Cole made a motion to adjourn, seconded by Trustee Ames, motion carried.
Meeting adjourned at 7:25 p.m.

Respectfully submitted,

Mike Anderson
Secretary, Board of Trustees