

**CFL Regular Board Meeting
February 21, 2024 6:30pm**

Approved Meeting Minutes

Board Members

John Hoeschele, Mike Anderson, Lauren Mossotti-Kline, Julie Campbell, Mark Martin, Myron Walter, Kim Hay, Eugene Waldbauer, Glenn Reisweber, Mark Webster, Bryan Riccardi

Excused: Liz Cole, Kathleen Hennessy

Participating Remotely: Bonnie Haines, from 128 Pittman Circle, Westminster SC 29693

Others Present

Staff: Theresa Mekeel, Assistant to the Director

Friends Representative(s): Brad Meade, Kat Severtsen

Guests: Major Corinne Hayes (Salvation Army); Sara Glogowski (Executive Director, Finger Lakes Library System)

Regular Meeting

1. The meeting was called to order at 6:30 by President Mossotti-Kline

2. Welcome Guests

President Mossotti-Kline welcomed invited guest Major Corrine Hayes of the Salvation Army and other members of the public attending the meeting

3. Guest Speaker Corrine Hayes

Major Hayes gave a brief history of the Salvation Army and the various ways they offer help to the unhoused in the Cortland area community. She answered questions from library trustees related to “rules” at the warming centers as well as the employees who work there in terms of their experience, interest in the positions, etc. When asked if there was any conversation or ability to extend the hours at the two locations, she explained it is not possible at this time due to other programs at both facilities.

4. Public Comment

13 members of the public signed in to comment

All guests who signed in or contacted the library / board president ahead to make a comment at the meeting were given two minutes to address the Board. Comments were in regard to the issue of the homeless population at the library and how it has affected their use of the library. Other comments questioned limits the library can impose on its public space, and concerns about the lack of community resources and government response to the homeless situation in Cortland. Guests who made comments included: Nancy Nivison, Budd Rigg, Jennifer Kline, Nicole Albrow, Pamela Cullip, Bethany Delola, Sara Watrous, Dean O’Gorman, Melissa Holl, Pr. Jennifer Manis, Debbie Fitzgerald and Kristen Case. Sharon Stevans submitted a written comment to the board.

4. Approval of Minutes

January 24, 2024 regular meeting

Trustee Waldbauer moved to accept January 24 meeting minutes, seconded by Trustee Hay. Motion carried.

5. Review and Vote to Receive Financial Statements, January 2024

Trustee Campbell moved to accept financial statements, seconded by Trustee Webster. Motion carried.

7. Old Business

President Mossotti-Kline reminded board members that conflict of interest forms need to be completed by trustees and director.

8. Director's Report

Some highlights of Director Graney's report

- United Presbyterian Church Focus Talk/Q&A turnout with 32 attendees, questions involved homelessness issues, library funding, programs and more with Director on January 18.
- Attended Homelessness/Housing meeting at DSS on February 7. Shared concerns that coming to end of warming center season with no solutions in sight for individuals using those facilities.
- Annual Report is due to FLLS on February 26 with board approval. FLLS turns it in to the state by March 1.
- Drafting updates or new versions of the following policies: Collection management and development policy, programming policy, video surveillance/recording in the library policy, volunteer policy.
- Robert Gallasch was offered the position of library page at 12 hours week and has accepted. Training with Theresa.
- Cell phone charging locker with stand: CACTC confirmed that they can provide \$3,000 grant funding for this and requested CFL invoice them; the remainder (\$1,446) to come out of Trustee furniture and fixtures approved at the December meeting.

9. Committee Reports

Executive Committee

Chair Mossotti-Kline reported that Exec. committee did not meet since January meeting, but were consulted along with personnel committee regarding a patron request.

President's Report

President Mossotti-Kline reported on ongoing dialogue via phone, email, in person and text regarding topic of unhoused patrons in the library. Met with Jen Graney and Sarah Glogowski on 2/9 and with Friends President, Brad Meade and Trustee Riccardi on February 11.

Building, Grounds and Tech

Chair Walter reported that parapet repairs would require replacement of brick and necessary asbestos abatement measures. Total cost estimate for repairs and asbestos abatement from Heritage Masonry was \$65,300. Trustee Walter also meeting with Shindler elevator company for a price comparison to the current quote from Elevattit for elevator repairs.

A motion was made by Trustee Reisweber to approve the \$65,300 expenditure for parapet repairs, seconded by Trustee Campbell, motion approved.

Development and Marketing

Chair Hoeschele reported that next committee meeting is set for February 29 at noon, via zoom.

Long Range Planning

President Mossotti-Kline reported that committee will met on February 23 to work on mission statement.

Nominating

Chair Reisweber reported committee is focused on filling trustee position. Progress to be reported in executive session.

Personnel

Committee Chair Hay consulted regarding cleaning contract, notice given and proposed next steps.

Finance and Investment

Committee Chair Webster reported that committee has not met since last report, he added that Library investments are doing well.

Friends

Regular Friends meetings will be on hold until mission and goals for Friends group are established, and By-Laws are updated.

Dolly Parton Imagination Library (DPIL)

Vivian Bosch provided DPIL 2023 annual report infographic for a summary of the programs 2023 enrollment, expenses and funding stats. Link at <https://cortlandfreelibrary.org/wp-content/uploads/2024/02/2023-DPIL-Annual-Report-Infographic.pdf>

Vivian also indicated that Corn Ducky Derby tickets will be available beginning week of February 15. Buying tickets from Vivian or library front desk helps to support the Imagination Library program.

10. New Business**Vote to affirm Library Page position appointment**

Trustee Hay made a motion to approve, seconded by Trustee Hoeschele motion carried.

Vote to approve NYS Annual Report

Trustee Campbell made a motion to approve, seconded by Trustee Waldbauer, motion carried.

Policy Review- first look

Posted to Drive for Trustees to read, vote at next meeting

Doubtful Accounts Receivable Policy

Motion by Trustee Martin to approve Doubtful Accounts Receivable Policy, seconded by Trustee Hay, motion carried.

Revisit Special Meeting

President Mossotti-Kline has decided to appoint a special ad hoc committee to address the concerns related to the feedback about the library. Trustee Hoeschele has offered to chair the committee and will report back once the group has been assembled and begins meeting.

11. Executive Session

Trustee Reisweber made a motion to convene into executive session to review board seat nomination, seconded by Trustee Campbell, motion carried.

12. Next Board Meeting: March 20, 2024 at 6:30pm

Please notify Lauren if you are unable to attend a meeting. Please send any new agenda items by Friday, March 8.

13. Adjourn

Trustee Waldbauer made a motion to adjourn, seconded by Trustee Martin

Meeting adjourned at 8 pm

Respectfully submitted
Mike Anderson
Secretary, Board of Trustees