

**Skaneateles Library Association  
Board of Directors  
Regular Meeting Minutes  
Tuesday February 9, 2021  
(Special Zoom Meeting)**

**Supporting Our Mission**

**To inspire learning, enrich lives, and connect our community**

**Realizing Our Vision**

**To be the cultural and informational hub of a vibrant, thriving community by creating spaces and experiences that are welcoming, enriching and sustainable**

**Present:** President Dave Hempson, Vice President Susanne Guske, Secretary Danette Davis, Treasurer Andrew Hagen, **Trustees:** Manny Arroyo, Karen Morrissey Bedard, Ralph DeMasi, Scott Elia, Dave Lee, Bob Lotkowitz, Tara Lynn, Maura Molnar, Larry Palmieri, Amy Roller, Laurie Spencer, Katrina Zepp. **Staff:** Library Director Nickie Marquis, Librarian Deanna King.

**Absent:** Patti Carey

**Members of the Public in attendance:** Fran McCormack, Laurel Moranz, Doreen Simmons, Carol Young.

**Call to order:** 6:30 PM

**Public Comment Period:**

No comments

**Approval of the Minutes:**

The January 28, 2021 Regular Meeting Minutes were approved.  
The January 28, 2021 Annual Meeting Minutes were approved.

**Trustee Election:**

A motion was made by President Hempson to elect the following Class of 2021 Trustees to an additional 3-year term: Karen Bedard, Danette Davis, Andrew Hagen and Susanne Guske. The motion was seconded by Trustee Palmieri. The motion passed unanimously.

**President's Report:**

**Fennell Street Update:** Our attorney has been meeting with the Town's attorney to discuss terms for the purchase agreement. This discussion will continue for the next two weeks at which point we should have a better idea of our timeline. The Town would then need to go through a 60-day period which would include a hearing, a notice period, etc. Fundraising will be the next step after securing the Fennell Street site.

President Hempson noted that there was an article in the Skaneateles Press covering the presentation which Vice President Guske made to the Rotary Club providing information on the library's decision to build a new library and to keep and repurpose the existing building. We continue to receive favorable community support for the project.

Conflict of Interest Forms: These forms were emailed to Trustees. Please sign and get them back to Director Marquis before the next board meeting. This form is required for all 501C3 organizations.

**Library Director's Report:**

The report had been emailed previously. Director Marquis is working on the Annual Report for the State and should have it done by the next meeting for the board's approval.

Book Sale: Director Marquis had a discussion with Mary Giroux and other volunteers who are involved with the Book Sale. They tentatively hope to hold it this summer depending on the pandemic and the vaccination status.

- **Collection Management Policy** – This policy needs to be reviewed every 3 years. It covers the criteria used to select and to remove items from the library's collection, states that it is the parent/guardian's responsibility to determine what their children read, and also provides a procedure to handle challenges to an item in the collection.  
A motion was made by Trustee Palmieri to reapprove the policy for 3 years.  
The motion was seconded by Trustee DeMasi.  
It passed unanimously.

**Treasurer's Report:**

Treasurer Hagen reported that the Finance Committee now has six members which includes a member of the community. The library is on solid financial standing with the current cash flow and investment portfolio. No changes to report since the Annual Meeting two weeks ago.

**Communication Committee Report:**

Vice President Guske presented the library building project update which is being presented to community groups. The slides covered our goal of providing a right-sized new library while also bringing new life to the existing building. She outlined the site evaluation process from 2018-2020. The pandemic lockdown showed items which are now considered essential to a new plan including a drive-up window, windows that open, and state-of-the-art air flow system.

We are looking at a 3-5 year time frame and an estimated cost of 10 million which would be raised by private donations, building grants and an area-wide capital campaign. Taxpayer funds would not be used for the construction project.

The presentation covered work that is being done on the 49 E. Genesee St. library building with funds from our recent building grant, including the front entrance, the side entrance to the Barrow Gallery, new lighting and chimney repairs. The Chamber of Commerce is interested in leasing space in the building; the Barrow Gallery would expand into the rear portion of the main floor; and the front of the building would be used for a year-round used book sale which would maintain the current atmosphere. A financial analysis has been conducted which showed that expected income from rent and the book sale would more than cover the expenses of running the building. An analysis is also being done on the impact on operating expenses with a new library building.

Trustee Elia praised Vice President Guske's thorough summary and the highlighting of important points about this year's long work. Director Marquis commented that this type of library project does typically take many years of planning.

**Fund Raising Committee Update:**

President Hempson reported that the committee has met with three consulting groups. All three felt it is feasible for the library to raise the required 10 million for this project. The committee will evaluate the proposals this week and will make a recommendation for a consulting firm at the March or April board meeting. President Hempson thanked Trustee Elia for the recommendation to hire a professional consultant.

Vice President Guske reminded everyone that donations towards the new building as well as for the projects at the existing building are welcome at any time even though an official fundraising campaign has not yet started.

**49 East Genesee Street Committee:**

Vice President Guske reported the funds from the construction grant will be used for the front step renovation, replacing the main floor fluorescent lights with period appropriate lighting, and for chimney repairs. The committee is identifying and prioritizing other needs of the building.

**Barrow Update:**

President Hempson reported that local architect, Bill Murphy, is assisting in the design of the west gallery entrance. New steps with a covered, platform landing, sidewalk and lighting is estimated to cost \$35,000. The fundraising campaign raised \$15,000 and the Barrow Management Committee has agreed to use \$10,000 from the Barrow endowment fund. Grants are being identified to assist with the cost.

**Public comment period:**

There were no comments.

**Adjourn Regular Meeting – 7:25 PM**

**Next Meeting: Tuesday, March 9th – 6:30 PM    Zoom meeting**

**Submitted by  
Danette Davis, Secretary**