

**Skaneateles Library Association  
Board of Directors  
Regular Meeting Minutes  
Tuesday March 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:** Karen Morrissey Bedard, Patti Carey, Scott Elia, Dave Lee, Bob Lotkowitz, Maura Molnar, Larry Palmieri, Amy Rolleri, Laurie Spencer, Katrina Zepp. **Staff:** Library Director Nickie Marquis, Librarian Deanna King.

**Absent:** Manny Arroyo, Ralph DeMasi, Tara Lynn

**Members of the Public in attendance:** Meghann Sandak, Carol Young, John Young

**Call to order:** 6:32 PM

**Public Comment Period:**

Carol Young asked about progress in separating the Library Board from the Barrow Gallery Board. President Hempson responded that establishing a separate Board for the Barrow is part of the Barrow Gallery's Long-Range plan. Because of the way the Trust was written, we will need legal assistance in this process. An attorney is currently examining the Trust and reviewing the steps necessary to establish a separate board.

**Approval of the Minutes:**

The February 9, 2021 Regular Meeting Minutes were approved.

**President's Report:**

**Fennell Street Update:** Negotiations are continuing with the Town regarding the purchase agreement for the Fennell St. property.

**Conflict of Interest Forms:** Trustees should sign and return the forms to Director Marquis if you have not already done so.

**Trustee Education:** OCPL is offering an online seminar for Trustees which will count towards the required Trustee education for 2021. A registration email was sent to trustees. The seminar is April 7 from 4-6 PM.

### **Library Director's Report:**

The report had been emailed on Friday. Director Marquis reported that the online lecture on "Hiking the Triple Crown" had 56 attendees. She received a lot of positive email on the program. The recording will be posted soon.

Vice President asked about Crowdcast which was mentioned in the monthly report. Director Marquis replied that we will be using Crowdcast for the upcoming online author event. It is another option to Zoom. It provides an event page for registration, attending the program, and has a Green Room which allows staff to test equipment before going live. Trustee Elia added that we also have access to Microsoft Team as another option for some online events.

Annual Report: The library's annual report to the State was emailed previously to trustees for review. This report covers staff size, the collection and circulation statistics, programs and attendance, financial information, and a Covid information section this year.

A motion to approve the Annual Report was made by Trustee Carey. The motion was seconded by Secretary Davis. The motion passed unanimously. The report will be submitted to New York State.

### **Treasurer's Report:**

Treasurer Hagen reported that we are five months into the fiscal year and are operating slightly below budget at this time.

A resolution is needed to change the signers on the investment account. Trustee Elia would be replaced by President Hempson. Director Marquis and Treasurer Hagen would remain as signers.

A motion was made by Treasurer Hagen to amend the signers to include President Hempson. The motion was seconded by Trustee Elia. The motion passed unanimously.

### **Communication Committee Report:**

Vice President Guske reported that three community members are assisting the committee. The focus now is on meeting with small groups around town to show the presentation which the Board viewed last month. Fran McCormack and Lori Ruhlman have been assisting with scheduling small groups. The committee recently met with the Sunshine Rotary and continues to update informational materials with the helpful and positive input received to date. Presentations will be (or have been informally) shared with assorted community groups including the Monday Evening Club, Leisure Hour, the West Elizabeth Street neighbors, the Fire Dept. Board, SEF, Parkside neighbors and others; more are being scheduled.

### **Fund Raising Committee Update:**

President Hempson reported that the committee has met with three consulting groups and requested proposals. All three are familiar with Skaneateles and felt it is feasible for the library to raise the required 10 million for the building project. One of the groups is not available until September or later, but has offered their support and advice. Of the other two, the committee has selected the one that was the best fit for our project. After reviewing the final proposal, the committee will make a recommendation for the Board next month.

**49 East Genesee Street Committee:**

Front Steps: Vice President Guske reported that we have received approval to redirect some of the NYS Construction Grant funds to the work on the front steps. This was not included in the original grant application. Grant funds will be used to address three major areas - Interior Lighting, Chimney restoration and the Front Steps reconstruction.

Lighting: The committee is looking at types of fixtures and costs before selecting and ordering new lighting. Committee member Jean McGlynn has been assisting in this area.

Chimney Restoration: This is also part of the grant and once repairs are made, the walls will be painted.

Barrow Gallery West Entrance: Approval is needed from the Village Historic and Landmark committee.

Anchor tenants for the 49 E. Genesee St. building will be the Barrow Gallery and the Chamber of Commerce. The library will be continuing to use space for a used book sale. Other community organizations and nonprofits will also make use of the space.

**Barrow Update:**

President Hempson reported that drawings for the west entrance have been revised. This includes a new entrance with platform, steps, roof, and a new sidewalk. The 2020 fundraising campaign raised \$15,000 and the Barrow Management Committee has agreed to fund another \$10,000. Additional donation and grants are being sought to assist in funding the remaining \$10,000 cost.

President Hempson thanked Trustee Elia for assisting the Barrow with upgrading the wifi. The old desktop computer has been removed. President Hempson said that Ivy Carter, assistant to the gallery director, has been a big help in cataloging the paintings in the Barrow collection.

**Zoom Meeting Times:** President Hempson asked the board if 6:30PM is the best time for board meetings. The consensus was to keep the time at 6:30.

President Hempson thanked Director Marquis for navigating the pandemic and providing access to services and materials while keeping staff and patrons safe. Vice President Guske seconded this sentiment and praised the amount of online programming. Director Marquis reported that staff are working on plans to transition back to in-person programming.

President Hempson thanked Trustee Lee for staying on the board. Trustee Lee has been of great assistance in helping to acquire quotes and contractors for work on the 49 E. Genesee St. building.

**Public comment period:**

There were no comments.

**Adjourn Regular Meeting – 7:08 PM**

**Next Meeting: Tuesday, April 13, 2021 – 6:30 PM - Zoom meeting**

**Submitted by  
Danette Davis, Secretary**