

**Skaneateles Library Association
Board of Directors
Regular Meeting Minutes
Tuesday June 8, 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, Bob Lotkowitz, Maura Molnar, Larry Palmieri, Amy Rolleri, Meghann Sandak, Laurie Spencer, Katrina Zepp. **Staff:** Library Director Nickie Marquis, Librarian Deanna King.

Absent: Manny Arroyo, Patti Carey, Ralph DeMasi, Scott Elia, Dave Lee

Members of the Public in attendance: Diane Fellerman, Mary Giroux

Call to order: 6:30 PM

Public Comment Period:

Mary Giroux reported that the books for the book sale were moved yesterday to the Village bays. Volunteers are still needed, especially for Captain on July 17 and for the tear-down after the sale on Sunday July 25. Director Marquis explained that people can sign up on the library's website under "Support" or by stopping in the library or by calling.

Approval of the Minutes:

The May 11, 2021 Regular Meeting Minutes were approved.
The May 11, 2021 Executive Session Minutes were approved.

President's Report:

Fennell Street Update: The purchase and sale agreement has been delivered to the Town Board. The Town Board would like to include language stating that the Town could purchase the property back if a new library is not built within 10 years of the closing date. This would ensure the property remains available for public use if the library's project does not go forward. The Town plans to hold a public hearing July 8th. Julie Stenger will read letters that the Town has received regarding the library project. The Town Board will vote to proceed and then set a 30-day period in which signatures for a referendum could be submitted. After this period, the Town Board will formally vote at a public meeting on whether to sell the property. If the vote is positive, the Supervisor and the Library would sign the agreement.

Front Step Update: President Hempson reported that work on the steps began 3 weeks ago. Dave Lee was onsite most of the time, overseeing and problem-solving. Director Marquis reminded everyone that it was Dave Lee's design. She explained that the porch level was brought up to the level of the front door, making it a smoother transition into the library. It will be a couple of weeks until the railings arrive and are installed. The Garden Club will landscape the area when the construction work is done.

Fundraising: There will be a Trustee fundraising training session in July. There is no regular board meeting in July because of the Book Sale. Trustees are encouraged to sign-up for shifts at the sale.

Library Director's Report:

The Director's report was emailed to trustees on Friday. Director Marquis explained that the library is following CDC and NY State recommendations that fully vaccinated people do not need to wear a mask in the building, while those who are not vaccinated should wear masks. Most businesses in Skaneateles are following this policy.

Fine Moratorium: Overdue fines are never charged for children's materials. The Board had voted to not charge any overdue fines during the Covid pandemic. In January, this moratorium was extended through June. Director Marquis recommends that the moratorium be extended so that it can be examined in conjunction with the budget for next year which will be worked on in the upcoming months. The amount taken in from overdue fines was approximately \$4,000 in the last pre-pandemic year.

Trustee Bedard asked when overdue items are considered lost. Director Marquis responded that items are considered lost after 60 days. The patron is sent overdue notifications before this. After 60 days the patron's account is charged for the lost item. Charges are still levied for lost items even though overdue fines have been suspended.

President Hempson asked about the amount of the overdue charge. For most items, the charge is 15 cents per day.

After discussion, President Hempson made a motion to extend the moratorium on overdue fines through September 30, 2021.

Vice President Guske seconded the motion.

The motion passed unanimously.

Monthly Policy Review: Director Marquis reviewed the Freedom to Read Statement which was emailed last week. It affirms the right of the public to access a wide variety of uncensored information. This statement, which was written by the American Library Association and Association of American Publishers, was affirmed by the Skaneateles Library Board of Trustees on January 25, 2018.

Treasurer's Report:

The financial reports were previously emailed to the board. Also emailed was a list of expenses which were paid. The spreadsheet shows checks which were written for the month. Review of monthly expenses by the board was discussed at last month's board meeting.

Treasurer Hagen explained that Trustee Molnar will now review the bank statements after bookkeeper Betsy Carter has reconciled the monthly statements. This provides another set of eyes for review of the finances. President Hempson thanked Treasurer Hagen for these changes which are in accordance with recommendations learned during recent trustee training.

Communication Committee Report:

Vice President Guske reported that the committee has given 12 presentations to share the library's future plans with community groups. The committee will be presenting to the Chamber of Commerce tomorrow and to the Board of Education next week. Over 180 people have viewed the presentations with more people having received the emails. More presentations are being scheduled with help from trustees Rolleri, Sandak and Zepp. Vice President Guske also thanked the community members who have been assisting the committee.

The Vice President reminded the board to refer to the 1-page summary when answering questions from the public. Feedback from the presentations has been positive. Frequently asked questions include space for senior citizens, children's space, tutoring rooms, community meeting space which could also be available after hours.

The committee has finalized the Case for Support and the George Group has edited it.

A press release has been drafted and the Town is reviewing it. The Town and the library plan to jointly announce the purchase of the Fennell Street property.

President Hempson thanked Vice President Guske for her excellent presentations.

Fundraising Committee Update:

President Hempson reported that the committee is working on a timeline. Director Marquis, Vice President Guske and Trustee Bedard worked on the Case for Support.

The George Development Group will be scheduling a board training session so that trustees understand their roles in the fund-raising campaign. This will hopefully be held in-person. A Doodle poll will be sent to trustees. Trustees are encouraged to brainstorm a name for the library project and let President Hempson know any ideas. (The last project was called "Book Ends").

49 East Genesee Street Committee:

Front Steps: We are still waiting for the railings for the steps. Some stonework will replace deteriorating brick along the Sphinx portion of the building.

Chimneys: Repair work should begin in August. Director Marquis emphasized the importance of the chimney work as there are active leaks and plaster is falling off into the library.

Lighting: The committee is working with Jean McGlynn and a lighting consultant. They hope to have the lighting installed after the busy summer season. This is part of the construction grant funds.

2021 Grant Application: There is \$1 million available to the OCPL library system from the NY State library construction grant. Director Marquis is hoping to again qualify for the 75/25 match. We are applying for \$180,000 to add a lift to the second floor and for work on the windows.

Barrow Update:

President Hempson reported that fundraising for the new entrance plus a new sign and garden area will include selling art prints and candles at the Curbstone Festival this summer. He said that Barrow Director Perry has said how much she appreciates Trustee Rolleri's assistance with this fundraising work. Intern Ivy Carter has been doing excellent work cataloging the Barrow collection.

Public comment period:

Diane Fellerman complimented Director Marquis for excellent decisions in welcoming everyone back after the Covid pandemic. Diane asked when the Town and Library would be sending out a press release about the Fennell Street purchase. Vice President Guske responded that we are waiting to get edits back from the Town.

Diane is taking notes for Fran McCormack who could not attend tonight's meeting. President Hempson asked Diane to thank Fran for her assistance in setting up presentations with community groups.

Diane is optimistic that she will see the completion of the new library in her lifetime. President Hempson said he hopes that she can assist with the ribbon cutting!

Adjourn Regular Meeting – 7:30 PM

Next Meeting: Tuesday, August 10, 2021 – 6:30 PM (Zoom meeting)

Submitted by Danette Davis, Secretary