

TOMPKINS COUNTY PUBLIC LIBRARY  
MINUTES OF THE BOARD OF TRUSTEES  
July 24, 2007

TCPL Board members present: Henrik N. Dullea, President; Eric Acree, Michelle Benedict-Jones, Gary Ferguson, Barbara Page, Rochelle Proujansky, Marcy Rosenkrantz, John Vineyard and David Weil

Board members absent: Tom Colbert, Nathan Fawcett, Nancy Schuler, and Michael Stamm

Also present: Janet Steiner, Library Director; Rosie Rice, Acting Library Director; Milagros Hernandez, Board Clerk; Representatives of the SSA Jon Long and Carolyn Brown; and library employee Kelly Doolittle.

Henrik Dullea called the meeting to order at 4:05P.M. A quorum was not yet present.

Special Presentation: Amy Humber, Adult Services/Collection Development

Dullea welcomed Humber. A document on collection statistics was passed around which detailed Collection Values on: TCPL Inventory, TCPL Circulation, Holds and Items Added. Humber emphasized the importance of the Library collection and went over the duties performed by staff in her department: Tamara Kobziar, Larry Carey, Sarah Glowgowski, Joyce Park, as well as Jennifer Schlossberg and Joyce Wheatley.

Steiner mentioned the new book format called Playaway, a preloaded book on a media player that you can listen to using your own personal ear phones. Playaways can be checked out through FLLS.

Dullea thanked Amy for her presentation.

A quorum was now present—4:31PM

APPROVAL OF AGENDA (DOC 07-106)

**MOTION** by Rosenkrantz, seconded by Weil, to approve the agenda with the following changes:

Rosenkrantz asked that the Patron Privacy Policy (DOC 07-110) be removed from the agenda, but asked that everyone read it at their leisure and email comments to her;

Proujansky passed out document 07-118, not included in the packet and passed out a redlined version of document 07-108 which is easier to follow, to replace the one distributed electronically; Motion carried.

PUBLIC COMMENTS

None.

Steiner did a PowerPoint presentation on the 2008 County budget proposal supporting document 07-112. The presentation outline was as follows: Mission Statement; What is going on at the Library; Diversity of the Library; Library Activity—2000-2006; Library Strengths; Thanked the County for the 2007 Appropriations; Current Library Initiatives; Tech Trends; Personnel Trends; 2006 Projected expenditures—Labor Contracts; Expecting deficit; Maintenance of Effort OTR A & B; Workforce Changes—Actual and Projected; Personnel for Basic Services; Personnel for Quality Services; Personnel for Enhanced Services; OTR – Core Personnel OTR #C \$117,600; Technology OTR #D \$120,560; Furnishings and Equipment OTR #E \$12; Sunday Hours OTR #F \$60,000; Collection OTR #G \$75,000; 2008 Priority Library Request to Meet Basic Services.

Dullea thanked Janet for her presentation.

ACTION ITEMS:2008 County Budget Proposals --DOC 07-112

**MOTION** by the Finance and Personnel Committee to approve the 2008 County Budget Proposals as outlined in DOC 07-112; approved unanimously.

Minutes – June 26, 2007 —DOC 07-107

**MOTION** by Ferguson to approve the minutes, DOC 07-107, of June 26, 2007, seconded by Vineyard and carried with the following corrections:

Page 1 – show Stamm as absent.

On page 4, under “**Nominating**” add “they would like to recommend” after “candidates.”

Audit of Bills—Dullea

Dullea distributed a document which summarized expenses (Abstract 20, 21, and 22).

**MOTION** by Finance and Personnel Committee that the Board approve for payment bills in the amount of \$207,675.85 as outlined in abstracts 20, 21 and 22 offered by Fawcett in absentia and who certified that he reviewed all vouchers presented for payment, and that all distributions are within the approved operating budget of the library; approved unanimously.

Guidelines for Nominating Committee—DOC 07-108

**MOTION** on behalf of the Nominating Committee to approve the proposed revisions to the Guidelines for Nominating Committee as outlined in DOC 07-108; carried.

2008 Community Libraries Proposal for Service—DOC 07-109

**MOTION** on behalf of the Library Services and Public Policy Committee to approve the 2008 Community Libraries Proposal of Service as outlined in DOC 07-109; carried with

the following change: on page 4, under 2008 Library Services Available from the Tompkins County Public Library, subsection “PC Computer Support” change, “\$100 per visit” to read “\$100 per visit/max of 2 hours.”

2007 Budget Amendments—DOC 07-111

**MOTION** on behalf of the Finance and Personnel Committee to approve the 2007 Budget Amendments as outlined in DOC 07-111, carried.

DIRECTOR’S REPORT

Steiner thanked Rice for her work while Steiner was on vacation.

PRESIDENT’S REPORT

Dullea asked Acree to give a presentation on his attendance to the ALA conference. Acree handed out copies of slides from a PowerPoint presentation he created which listed the sessions he attended and went on to talk about each session as outlined on each of the slides: Trustees, Friends & Library Staff: Developing an Effective Library Advocacy Network; Education of Trustees Program: Crossing the Line: Trustee/Director Relationship; The “R” Word: Exploring the Reality of Racism in Academic Libraries; Darfur: The Library’s Responsibility and Our Community’s needs to know; Keynote Speaker: Bill Bradley.

Dullea thanked Acree for his presentation and for representing the Library at the conference.

COMMITTEE/LIASON REPORTS

Nominating—Proujansky

Two trustees have resigned, Leonardo Vargas-Mendez and Robert Sullivan. There will also be vacancies in the future of those trustees whose appointment will expire. The Board was asked to start thinking about and recommending names of prospective trustees. Those individuals should reflect the nature of our community. The person may not be ready to be a trustee but may be able to participate in one of our committees.

Long Range Planning Committee—Page

The committee revised the Strategic Plan goals per the recommendations from the Board and have added an additional goal: “To meet these strategic planning goals we will foster excellence through training and development of library staff and trustees.”

The committee also went over the SWOT Analysis and identified the concerns in the strategic goals.

Technology—Weil

The committee reviewed the spending to date and what is being asked for next year. The library learned that it was not eligible for future funding for Gates computers from the Gates Foundation.

Finance and Personnel

Steiner passed out a chart showing changes in compensation for various units of county government provided by County Personnel.

Library Services and Policy—Rosenkrantz

The committee continued to discuss the Patron Privacy Policy. They would like to spend more time on the Board Accountability document.

Foundation Report - Proujansky

Proujansky thanked the Board, in addition to all that Board members do on behalf of the Library in their capacity as Trustees, for their generosity, past and future, to the financial well-being of the Library.

Friends

No Report.

**MOTION** by Rosenkrantz to adjourn seconded by Vineyard and carried.

ADJOURNED 6:05PM.

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Recorded by Milagros Hernandez  
Board Clerk

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Endorsed by Tom Colbert  
Secretary of the Board