

TOMPKINS COUNTY PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES
December 16, 2008

TCPL Board members present: Henrik Dullea, President; Eric Acree, Thomas Colbert, Susan Currie, Richard Driscoll, Michael Hall, Barbara Page, Rochelle Proujansky, Marcy Rosenkrantz, Christine Sanchirico, Nancy Schuler, Michael Stamm, John Vineyard, David Weil

Board members absent: Nathan Fawcett

Also Present: Janet Steiner, Director; Rosemarie Rice, Assistant Director; Jean Stewart, Library Secretary; Suzanne Smith Jablonski, Executive Director, TCPL Foundation; Alec Frazier, patron

Meeting convened at 4:10 pm

APPROVAL OF AGENDA DOC 08-168

MOTION by Proujansky, seconded by Hall, to approve the agenda; approved unanimously.

PUBLIC COMMENTS

Alec Frazier commented on the need for another stall in the Men's restroom on the first floor. Dullea thanked Frazier for the observation and stated that the suggestion would be taken under advisement and discussed with Facilities.

ACTION ITEMS

APPROVAL OF DRAFT MINUTES DOC 08-169

The draft minutes of the November 25, 2008 Board of Trustees meeting included in the board packet were an earlier uncorrected version and therefore not approved. The correct document will be submitted for approval at the January 27, 2009 meeting.

APPROVAL OF BILLS

In the absence of Nathan Fawcett, President Dullea submitted: "On behalf of the Finance and Personnel Committee and in keeping with New York State Education Law, I certify that I have reviewed all vouchers presented for payment, and that all disbursements are within the approved operating budget of the library. I therefore recommend that the Board of Trustees approve for payment of November and December 2008 bills in the amount of \$125,744.74 as outlined in abstracts 37 and 38." Approved unanimously.

2009 Library Budget DOC 08-170

The change in the 2009 budget from the version distributed at the November meeting shows how the acquisitions will be allocated. At the February Board meeting, the 2009 budget will be amended to show transfers and carryovers from 2008. **MOTION** by the Finance & Personnel Committee to approve the 2009 Library Budget as proposed. Approved unanimously.

Election of 2009 Board Officers - DOC 08-171

The Nominating Committee submitted the following nominations to the Board of Trustees: Henrik N. Dullea, President; Marcy E. Rosenkrantz, Vice President; Thomas B. Colbert, Secretary; Nathan Fawcett, Treasurer. **MOTION** by the Nominating Committee to accept the nominations for the above mentioned officers. Approved unanimously.

FOUNDATION REPORT

Smith Jablonski reported that the Annual Appeal has raised \$34,000 from 244 donors to date and that this is on pace with last year's fundraising totals. The goal of the Foundation is to raise \$60,000 by December 31st. She also thanked the Board of Trustees for their participation in the letter writing campaign, which generated a sizeable contribution.

The board members are invited to the Johnson Museum on January 16, 2009 where an exhibit of Aboriginal art and a guided tour for donors will take place.

Weil joined the meeting at 4:50 pm.

DIRECTOR'S REPORT

Steiner noted that Rice and 6 other staff members attended the workshop entitled "Customer Centered Libraries" that was held in the Borg Warner Room on December 4th.

Dullea commented on a report that stated that the library receives 13% of the electricity it uses from the solar panels. Steiner said that Arel LeMaro, Tompkins County Facilities, will come to speak to the Board in February 2009 and will address energy usage. Rice will have a list of topics concerning the library, to discuss at that meeting. Steiner also informed the Board that Rice is now responding to Patron Comments, and is handling that very well.

Rice mentioned that the Avenue of the Friends will be stripped and waxed over the Christmas break.

PRESIDENT'S REPORT

Dullea thanked the board for their vote of confidence in re-electing him as board president. He will be distributing a list of committees and asking board members to indicate their interest. He also mentioned that the new county administrator Joe Mareane had toured the library and was quite complimentary about the library and the staff. Dullea, Fawcett and Steiner provided him with an overview of the library's fiscal situation.

COMMITTEE REPORTS

Long Range Planning - Steiner mentioned that she had requested a further proposal from QPK regarding the Circulation area space.

Public Information - The Public Information Committee asked that board members arrange to meet with individual County legislators.

Nominating Committee - Proujansky reported that the committee will review the status of trustees whose terms conclude at the end of December, 2009. She then distributed Family Reading Partnership 2009 Calendars to all board members in honor of those six trustees who agreed to extend their term of office and stated

that this is a wonderful time for the Library and the Family Reading Partnership to work together.

Technology committee - Weil noted that the Technology Disaster Plan has been completed. The objective is to plan for unforeseen circumstances: document what exists, where it is located, and, who to contact if things need to be replaced. The Plan will be stored off-site, and will be updated on an annual basis. Dullea thanked Weil for his leadership. Weil noted that Charlie Young from Sherpa was instrumental in the implementation of the Plan. Acree commended Weil and community member Oliver Habicht of Cornell University for their work on the Plan. Steiner stated that the goals of the library's Strategic Master Plan and the Technology Disaster Plan are interconnected and she will make sure that fact is clear in the 2009 update of the Strategic Master Plan.

LIAISON REPORTS

Steiner had lunch with both Betta Hedlund, to thank her for her work as president of the Friends for 2 years, and Jack Clark, the new president.

EXECUTIVE SESSION

At 5:10 p.m. **MOTION** by Rosenkrantz, seconded by Stamm, to move into Executive Session for the purpose of discussing Steiner's evaluation. Approved unanimously. The board, on a **MOTION** by Acree, seconded by Vineyard, and approved unanimously, came out of the Executive Session at 5:20 p.m. On a **MOTION** by Rosenkrantz, seconded by Schuler, approved unanimously, the meeting was adjourned at 5:21 p.m.

Recorded by Jean Stewart
Library Secretary

Endorsed by Thomas Colbert
Secretary of the Board