

TOMPKINS COUNTY PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES
AUGUST 24, 2021

TCPL Board Members Present: Ingrid Jensen , President; Martha Hardesty, Blixly Taetzsch, Nina Miller, Liam Murphy, Shelley Wong, Don Trotter, Nina Scholtz, Melisa Sidle, Maureen Gilroy

Board Members Excused: LaWanda Cook, Jason Moore

Also Present: Teresa Vadakin, Head of Adult Services; Sarah O’Shea, Head of Youth Services; Jennifer Schlossberg, Head of Access Services; Michelle Benjamin, Business Manager; Mary McKeon, Administrative Manager; Suzanne Smith Jablonski, TCPL Foundation Executive Director; Amanda Champion

With a quorum now present, meeting convened at 4:02 p.m.

APPROVAL OF AGENDA DOC 21-74

A **MOTION** was made by M. Sidle and seconded by M. Gilroy to approve the agenda with the addition of Nominating Committee Report. Approved unanimously.

ACTION ITEMS

APPROVAL OF JULY 27, 2021 DRAFT MINUTES DOC 21-75

A **MOTION** was made by N. Miller and seconded by S. Wong to approve the minutes. Approved unanimously.

APPROVAL OF BILLS

I, Secretary, Blixly Taetzsch, in keeping with New York State Education Law, certify that I have reviewed payrolls #15 dated 7/29/21, #16 dated 8/12/21 and #17 dated 8/26/21 totaling \$147,095.13. I have reviewed all vouchers presented for payment, and that all disbursements are within the approved operating budget of the library, and therefore recommend that the Board of Trustees approve for payment August 2021 bills in the amount of \$275,782.96 as listed in Abstracts #22, #23, #24 and #25.

APPROVAL OF 2021 BUDGET AMENDMENTS DOC 21-76

Approved unanimously.

NOMINATING COMMITTEE

Ingrid Jensen reported on the slate of officers, a brief discussion ensued.

SEARCH COMMITTEE

B. Taetzsch reported the Director Search is on hold.

DIRECTORS REPORT

Sarah, Jen and Teresa are learning the ropes of striking the right balance between director and department head roles. The interims are also working on the presentation for the county Government Operations Committee next week, as well as starting to plan for the budget presentation for the County Legislature in October. We have created an outline and will be practicing the presentation next week. We know what a priority this is for the library.

In regards to the Delta Variant and Covid, we have been communicating updates weekly with staff via email, as well as being present on the floor and regularly checking in with staff to see how they are doing. We are ensuring that we have enough personal protective equipment and that safety measures are met. We have gone back to requiring masks for staff in shared spaces and library patrons as well. We are reexamining library programming due to the increase in Delta variant and planning to offer a combination of outdoor, virtual and small indoor events in the fall. We also know that we may have to pivot any moment, which is a fact that we have lived with during this pandemic. We are looking at changing the protocol for staff returning to work. Due to the vaccinated breakthrough case, we figured this would be a good time to revisit this. We are going to send this to the Tompkins County Health Department for their guidance, as well.

LIAISON REPORTS

County- Amanda Champion reported on the many meetings of budget season. Champion thanked TCPL Department Heads in advance for presenting at the upcoming Government Operation Committee.

Foundation – S. Smith Jablonski reported that the Foundation was considering the need to postpone the donor reception scheduled for September 23. Due to the rising Covid cases locally, many invitees have indicated their hesitancy to attend such an event. She stated they had been putting together the list of giving opportunities and funding needs, informed by the Library’s process of identifying priorities for the county budget request. Smith Jablonski noted they are working to establish a robust Business Partners program to enlist more support from area businesses and corporations.

Friends – D. Trotter commented with the resurgence of Covid, the friends are masked again and have the doors open while sorting books. Donations are steadily coming in with a very good selection of books.

EXECUTIVE SESSION

A **MOTION** was made to adjourn to Executive Session by M. Hardesty and seconded by L. Murphy at 4:57 PM. Approved unanimously. The three department heads, who are sharing the duties of director, were invited to stay. The board asked if they had any concerns, needs, or questions for the board that they did not raise during the meeting. There being none, they were excused at 4:59 PM.

The trustees then discussed the status of the director search, and potential options for interim leadership given Civil Service constraints. The board decided the co-presidents should meet individually with each of the five TCPL staff members of the leadership team to solicit their thoughts and suggestions. A **MOTION** was made by M. Hardesty and seconded by M. Sidle to adjourn from executive session to public session at 5:50 p.m. Approved unanimously. There being no further business, a **MOTION** was made by M. Sidle and seconded by B. Taetzsch to adjourn Public Session at 5:50 p.m. Approved unanimously.

Recorded by Mary McKeon
Administrative Manager

Endorsed by Blixxy Taetzsch
Secretary