

TOMPKINS COUNTY PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES
DECEMBER 15, 2020

TCPL Board Members Present: Luca Maurer, President; Blixey Taetzsch, Jamie Loehr, Anthony Martinez, Ingrid Jensen, Jason Moore, Don Trotter, Martha Hardesty, Nina Miller, Nina Scholtz, Liam Murphy, Shelley Wong, Thompson Terry

Also Present: Annette Birdsall, Library Director; Mary McKeon, Administrative Manager; Michelle Benjamin, Business Manager; Suzanne Smith Jablonski, TCPL Foundation Director; Amanda Champion, County Liaison.

With a quorum now present, meeting convened at 4:04 p.m.

ACTION ITEMS

APPROVAL OF AGENDA DOC 20-99

A **MOTION** was made by J. Loehr and seconded by I. Jensen to approve the agenda with an addition to the agenda. Approved unanimously.

APPROVAL OF NOVEMBER 17, 2020 DRAFT MINUTES DOC 20-100

A **MOTION** was made by M. Hardesty and seconded by B. Taetzsch to approve the minutes. Approved unanimously with two abstentions.

APPROVAL OF BILLS

I, Treasurer, Thompson Terry, in keeping with New York State Education Law, certify that I have reviewed payrolls #25 dated 12/3/20 and #26 dated 12/17/20 totaling \$101,007.81. 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 December 2020 bills in the amount of \$201,680.04 as listed in Abstracts #36, #37 and #38.

APPROVAL OF NOMINEES FOR BOARD

I. Jensen recommended two new trustees; Lawanda Cook and Melisa Sidle. Approved unanimously.

I. Jensen thanked Luca Maurer and Jamie Loehr whose terms ends on December 31, 2020. Books with a bookplate in honor of each Trustee was added to the collection and shared with those present.

APPROVAL OF RECOMMENDED 2020 BUDGET AMENDMENTS DOC 20-101

Approved unanimously.

SEARCH COMMITTEE

B. Taetzsch referred to her message on the composition of the committee. The first meeting was last week, members have great ideas and are communicating through a shared drive.

DIRECTORS REPORT

Director Birdsall gave a preliminary draft budget presentation. She emphasized the overall funding reductions and expense increases from 2019 to 2021 have resulted in a close examination of the budget. Steps taken to close the gap have not matched the overall losses; therefore the proposed 2021 budget is fiscally conservative, is designed to preserve the fund balance for long-term recovery, positions the library to successfully meet its strategic goals, and will require at least monthly evaluation and a six month review with the new director. The Finance Committee will have the opportunity to finalize the budget in January before it's presented to the Board for adoption. She also informed the Board that Business Manager Benjamin had applied for and received forgiveness for the PPP loan in full.

She gave a brief Covid-19 update explaining that staff anxiety, increased cases, staff reductions and absences as well as the closing of ICSD all contributed to putting the Express Browsing service on hold until January 5, 2021.

LIAISON REPORTS

County – A. Champion also thanked Luca Maurer and Jamie Loehr for their service... Champion commented on the rising Covid-19 cases, and expressed appreciation to the Tompkins County Health Department for an amazing job managing Covid-19 response.

Foundation – S. Smith Jablonski reported on the incoming board members which will bring the Foundation Board near its limit. She thanked trustees who assisted with the year-end appeal, and noted that as many as half the annual donations are made in the last two weeks of December. Smith Jablonski reported that the 2021 Foundation budget included \$231,765 for TCPL.

Friends – D. Trotter said the Friends were happy to give an unrestricted grant to TCPL to be used as seen in the budget amendments. The Friends are taking donations by appointment now with the increased numbers, and limited number of people in the building. The Friends slate of officers will be voted on at the Annual Meeting next month, D. Trotter announced he would be stepping down as FOL; Executive Committee.

A **MOTION** was made by M. Hardesty and seconded by J. Moore to adjourn at 5:31PM.
Approved unanimously.

Recorded by Mary McKeon
Administrative Manager

Endorsed by Blixey Taetzsch
Secretary