

TOMPKINS COUNTY PUBLIC LIBRARY  
MINUTES OF THE BOARD OF TRUSTEES  
FEBRUARY 23, 2021

TCPL Board Members Present: Ingrid Jensen, President; Blixey Taetzsch, Anthony Martinez, Jason Moore, Don Trotter, Martha Hardesty, Nina Miller, Nina Scholtz, Liam Murphy, Shelley Wong, Melisa Sidle, LaWanda Cook, Maureen Gilroy

Board Members Excused: Thompson Terry

Also Present: Annette Birdsall, Library Director; Mary McKeon, Administrative Manager; Michelle Benjamin, Business Manager; Sarah O'Shea, Head of Youth Services; Joah Tang, YS Library Assistant; Kelly Doolittle, YS Library Assistant; L. Larson, Foundation Liaison; Amanda Champion, County Liaison;

With a quorum now present, meeting convened at 4:06 p.m.

APPROVAL OF AGENDA DOC 21-10

A **MOTION** was made by J. Moore and seconded by I. Jensen to approve the agenda. Approved unanimously.

STAFF PRESENTATION by Kelly Doolittle and Joah Tang, YS Library Assistants  
Joah and Kelly gave an in-depth overview of the STEAM Programs; Take and Make Kits, Virtual Robotics and Coding. Coming soon is the Sound Sandwich Take and Make Kits in collaboration with Cornell's Families Learning Science Together program, the Sciencecenter, and the National Science Foundation.

ACTION ITEMS

APPROVAL OF JANUARY 23, 2021 DRAFT MINUTES DOC 21-11

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

APPROVAL OF BYLAW AMENDMENTS

Approved unanimously.

APPROVAL OF BILLS

I, President, Ingrid Jensen, in keeping with New York State Education Law, certify that I have reviewed payrolls #3 dated 2/11/21, #4 dated 2/22/21 totaling \$94,168.42. 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 February 2021 bills in the amount of \$157,771.99 as listed in Abstracts #4, #5 and #6.

APPROVAL OF RECOMMENDED Y/E DECEMBER BUDGET AMENDMENTS DOC 21-12

Approved unanimously.

APPROVAL OF FEBRUARY 2021 BUDGET AMENDMENTS DOC 21-13

Approved unanimously.

APPROVAL OF NYS ANNUAL REPORT DOC 21-14

A **MOTION** was made by J. Moore and seconded by S. Wong to approve the minutes.

Approved unanimously.

APPROVAL OF COVID-19 SUSPECTED CONFIRMED CASE FOR LIBRARY STAFF POLICY DOC 21-15

Approved unanimously.

APPROVAL OF COVID-19 SUSPECTED CONFIRMED CASE FOR LIBRARY PATRON POLICY DOC 21-16

Approved unanimously.

APPROVAL OF COVID-19 EMPLOYEE HEALTH SCREENING PROCEDURE POLICY DOC 21-17

Approved unanimously.

DIRECTORS REPORT

Director Birdsall invited Trustees to ask or offer comments on her written report.

LIAISON REPORTS

County – A. Champion gave an update on vaccine availability and reiterated the county didn't receive allotted vaccines due to weather. Champion informed of the next steps on the Reimagining Public Safety Report.

Foundation – S. Smith Jablonski highlighted upcoming activities, including a trivia event, part of our Second Annual Library Literati to cultivate a new and existing donor base. Jablonski reported the 9<sup>th</sup> Annual Readathon, the event will be completely virtual, with video recordings of reader-fundraisers aired all day April 24th.

Friends – D. Trotter reiterated donations typically decrease this time of year. The spring sale is tentatively set for May 1, using the same Covid-19 parameters as in the last two sales.

SEARCH COMMITTEE

B. Taetzsch gave an update on the last search committee meeting and the results of the application data and how the committee will finalize the screening process. Taetzsch briefly explained the civil service process

A **MOTION** was made by S. Wong and seconded by I. Jensen to adjourn at 5:09PM. Approved unanimously.

EXECUTIVE SESSION

A **MOTION** was made by B. Taetzsch and seconded by I. Jensen to go into Executive Session at 5:11 p.m. The board inquired how the staff was doing during the pandemic, and expressed support and appreciation for the staff's work during this unprecedented time. A **MOTION** was made by M. Hardesty and seconded by I. Jensen to come out of Executive Session at 5:45 p.m.

Recorded by Mary McKeon  
Administrative Manager

Endorsed by Blixxy Taetzsch  
Secretary