

TOMPKINS COUNTY PUBLIC LIBRARY
DRAFT MINUTES OF THE BOARD OF TRUSTEES
JANUARY 28, 2025

TCPL Board Members Present: Kathy Weinberg, President; Lis Chabot, Darrell Long, Shelly Wong, Christina Brewington, Nina Scholtz, Jason Moore

Board Members Excused: Mimi Townsend, Sarah Clausen

Also Present: Tonya VanCamp, Business Manager, Kerry Barnes, TCPL Foundation Executive Director, Mary McKeon, Administrative Manager; Kate DeVoe, Circulation Manager; Kat Savage, YS Dept. Head; Judd Karlman, AS Dept. Head, Anthony Elia, Library Counsel;

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

CALL TO ORDER

INTRODUCTION OF LIBRARY COUNSEL

Kathy Weinberg introduced Anthony Elia.

APPROVAL OF AGENDA DOC 25-01

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

PUBLIC COMMENT

The following attended the meeting and addressed the board:

Andre Barvinchak

APPROVAL OF DECEMBER 17, 2024 MINUTES DOC 25-02

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

APPROVAL OF THE BILLS

I, Treasurer, Lisabeth Chabot, in keeping with New York State Education Law, certify that I have reviewed payroll #26 dated 12/23/24 totaling \$56,409.52. 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 2024 Year End bills in the amount of \$112,605.87 as listed in Abstracts #38 and #39.

APPROVAL OF BILLS

I, Treasurer, Lisabeth Chabot, in keeping with New York State Education Law, certify that I have reviewed payroll #1 dated 1/9/25 and #2 dated 1/23/25 totaling \$136,162.30. 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 January 2025 bills in the amount of \$172,150.24 as listed in Abstracts #1, #2 and #3.

DIRECTOR'S REPORT

Kate DeVoe reported on behalf of the director. Kate announce the positions that have been filled; Communications Manager; Brian Sasser brings a lot of experience, L. Tabor and K. Barnes are setting up a brunch to meet with the media. Ally True, Circulation Library Assistant, brings experience from Ithaca College library and Julia Calagiovanni the Youth Services Library Assistant longtime KDT volunteer brings a lot of talent. All positions are filled.

YOUTH SERVICES

Kat Savage spoke about winter reading for kids. Book reviews on acorns, Squishmallow drawing on March 15

ADULT SERVICES

Judd Karlman spoke about the winter reading for adults, Asia Bonacci and Cady Fontana designed the Haiku book review and are displayed on the Avenue and there is a prize drawing.

LIAISON REPORTS

Foundation – The Foundation’s year-end fundraising went very well, especially considering a climate of difficult fundraising and following a turbulent election. Our donor retention rate continues to stay high at 58% (industry-wide, organizations are struggling to reach 40%.) Our appeal response rate jumped significantly to 25.1% (a good direct mail response rate is 2.7% – 4.4%. Our average return rate is usually 12%), the average gift size has increased, and a significant number of 2020 “pandemic” donors were recaptured, returning to give in 2024. Once our books are closed we will finish our audit- preliminary work was begun in November. We are being trained on customizing the donation kiosk interface, ironing out kinks in the process, and hope to have it ready to use on the library floor by the end of the month. We’re beginning work on Readathon 2025 and the next Silent Reading Party fundraising event, happening in March. And of course, we’re thrilled to make possible Pulitzer Prize-winning author Jonathan Eig’s program on February 10th.

Friends – The Friends are in the spring sale cycle, regular donations are coming in, usually lighter in the spring. Donations are Tuesday, Wednesday, Thursday and Saturday 9:00 – 12:00.

MOTION to adjourn meeting by S. Wong and seconded by J. Moore at 4:38 p.m. Carried unanimously.

EXECUTIVE SESSION

A **MOTION** was made by D. Long and seconded by S. Wong to move into Executive Session at 4:39pm . Approved unanimously.

A **MOTION** was made by S. Wong and seconded by J. Moore to adjourn Executive Session at 5:17pm. Approved unanimously.

A **MOTION** was made by L. Chabot and seconded by C. Brewington to adjourn the meeting at 5:18pm. Approved unanimously.

Minutes by Mary McKeon
Administrative Manager

Endorsed by
Secretary