

TOMPKINS COUNTY PUBLIC LIBRARY
DRAFT MINUTES OF THE BOARD OF TRUSTEES
TUESDAY, OCTOBER 22, 2024

TCPL Board Members Present:

Melisa Sidle (Pres), Lis Chabot (V.P.), Blixey Taetzsch (Treas.), Liam Murphy (Sec’y), Darrell Long, Jason Moore, Nina Scholtz, Mimi Townsend, Kathy Weinberg, Shelley Wong,

TCPL Board Members Absent:

Christina Brewington, Marli Stahler

Also Present:

Leslie Tabor (Director), Tanya VanCamp (Business Manager), Kerry Barnes (TCPL Foundation Executive Director), Richard John (Tompkins County Legislature)

Public – 5 members of the public (including 5 Library staff members) were present

- A. CALL TO ORDER – The meeting convened at 4:05 pm with a quorum present.
- B. APPROVAL OF THE AGENDA – Murphy circulated an amended agenda attached to these minutes. Long moved to accept the agenda as amended. Chabot seconded. There was no discussion and the motion was unanimously approved.
- C. PUBLIC COMMENT
 - 1. Ms. Sidle read the Board’s Public Comment Policy
 - 2. Jeremy Jordan offered comments and suggestions on the TCPL budget
 - 3. Shelby Buche expressed concerns about the impact of the budget process on staff and services offered to the community
- D. ACTION ITEMS
 - 1. Draft minutes of August 27, 2024
Scholtz moved to approve the minutes. Wong seconded. There was no discussion and the minutes were unanimously approved.
 - 2. Draft Minutes of September 24, 2024
Weinberg moved to approve the minutes. Moore seconded. There was no discussion and the minutes were unanimously approved with Taetzsch abstaining.
 - 3. Audit of Bills. Taetzsch noted there was nothing unusual to report in the attached abstract.
Taetzsch then stated that she certified, in keeping with New York State Education Law, that she had reviewed payroll #20 dated October 3, 2024, totaling \$63,349.91 and payroll #21 totaling \$62,847.60. Further, Taetzsch stated she reviewed all vouchers presented for payment as shown on Abstract #29, dated October 3, 2024 totaling \$30,238.45 and Abstract #30, dated October 17, 2024 totaling \$75,549.87 and Abstract #31, dated October 22, 2024, totaling \$124,636.96 and that all disbursements are within the approved operating budget of the library, and therefore recommend that the Executive Committee approve for payment September bills in

the amount of \$230,425.28. The motion to approve the payment passed unanimously.

4. Approval of Executive Committee action of September 24, 2024
Taetzsch moved to approve the Executive Committee action reflected in the minutes of the Board's September 24, 2024 meeting. Long seconded. There was no discussion and the motion passed unanimously.
5. Report on Executive Committee Meeting on October 11, 2024
Murphy noted that the meeting focused on a discussion of the TCPL budget and that no action was taken.
6. Nominating Committee Report for 2025
 - a. Chabot reported the Committee recommends Sarah Klauson for membership on the Board. The motion was unanimously approved.
 - b. Chabot reported that two Board members, Taetzsch and Murphy (both members of the Executive Committee) are ending their second terms on the Board in December and so cannot be re-nominated. The Committee would welcome nominations (including self-nominations) for officer positions and board positions. Interested persons are encouraged to communicate with Chabot. The goal is to nominate new officers in our November meeting so they can take their positions in the January meeting.

E. DIRECTOR'S REPORT

In addition to her written report, Director Tabor shared with the Board:

1. an overview of the active shooter protocol shared with staff (namely "run, hide, fight"). She also shared the Library expects to receive shortly a Narcan vending machine purchased as part of a \$37,000 grant made from the New York State opioid settlement. The machine will offer both Narcan and testing strips
2. the County is facing a difficult budget year and it will be challenging for the Library as a result. The public budget session is scheduled for October 30 with a final vote in November. As a reminder to the public, the Library budget follows the calendar year, so the Library will be continuing to spend down funds in the current fiscal year to work on the collection.
3. Collective bargaining is currently on pause
4. Her gratitude to the Library's leadership team and the people who help the Library be a mission drive entity.

F. PRESIDENT'S REPORT

Sidle noted there are a number of important topics, including the budget and collective bargaining, meaning that Board members should be sure to check their email as that will be how information is shared in advance of any meeting on any such topic.

G. VICE-PRESIDENT'S REPORT

Chabot noted her work in the past month was focused on the Nominating Committee.

H. LIAISON REPORTS

1. County – Rich John – reported it is shaping up to be a difficult County budget year. The preliminary budget was approved 8-6 and budget votes tend not to be that close. There is some sentiment that everyone should spend less. He asked why the Library has discussed a \$562,000 budget shortfall. Tabor explained that \$216,000 was the

cut called for by the 5% across-the-board cut suggested by the County and which was requested as an over-target request. Tabor and Taetzsch confirmed it would, however, take another \$300,000 for the Library to maintain a “flat” budget given known cost increases in, for example, health care premiums. John noted that there was a second vote to make a further cut to the Library budget to add \$20,000 to rural libraries at the expense of TCPL which passed 9-5. In response to a question, John noted there was no concerted lobbying over the tax levy, but the County has noted the push-back received on both the City and the ICSD budgets. He also noted that the County increased its fund balance from 18% to 25%, an amount Murphy noted matched the Library’s own fund balance policy. John noted that much of the Library’s risk, however, is carried by the County (like building repair etc) so that the Library should consider invading its own fund balance. In response to a question on cybersecurity coverage, Tabor confirmed her understanding that the County insurance covers this liability for the Library.

2. Foundation – Kerry Barnes – thanked volunteers supporting both the Foundation and the Friends book sale. The Foundation will be starting its end of the year fund-raising appeal shortly. She noted that in the past Board members have added notes and that, in tracking the impact of such notes, it turns out that Board member notes to people they don’t know actually increase donations more!
 3. Friends – Nina Scholtz – thanked the Foundation for its help and noted that Board members (and everyone else) is encouraged to help with the ongoing book sale.
- I. WRITTEN REPORTS – were accepted without further comment. Sidle noted that the agenda and reports should include the By-law name of each committee, particularly as to the Community Relations and Outreach Committee.

At 5:00 pm, Moore moved to go into Executive Session concerning a personnel matter and collective bargaining. Wong seconded and the motion passed unanimously. John was invited to remain in the meeting.

Taetzsch and Moore left at 5:40pm.

Townsend left at 5:45pm.

John left at 5:57pm.

At 6:04pm, Scholtz moved to end the Executive Session and return to the public meeting. Long seconded and the motion passed unanimously.

At 6:05pm, Wong moved to adjourn the public meeting. Weinberg seconded and the motion passed unanimously.