

## Marcellus Free Library (MFL) Board of Trustees Minutes of the Meeting of September 5, 2019

A meeting of the Board of the Marcellus Free Library was held on September 5, 2019.

Attending representing the Board were: Martha Lollis (President), Steve Kankus (Vice President), Pat Dailey (Treasurer), Katie Reilly and Gary Germain.

Also in attendance were Jake Widrick (Director), Michelle Merwarth, (President, Friends of MFL) and Diane Hausch (Vice President, Friends of MFL).

Martha Lollis, noting presence of a quorum, called the meeting to order at 7:05 PM.

Steve Kankus served as recording secretary.

Martha Lollis presented the Minutes of the Meeting of June 5, 2019 for approval.

The minutes of the June 5, 2019 meeting were unanimously approved.

### Committee Reports

Jake Widrick presented the Director's Report:

- The ransomware attack on OCPL impacted services at MFL for seven weeks. Some services are still not restored.
- This has proven a significant challenge for MFL because staff have pitched in to maintain operations.
- MFL will continue to be lenient with fines and fees for the near term as a consequence of the service interruption.
- Member library directors are going to meet with Dane Dell, head of systems at OCPL, to discuss the event.
- A graduate student is working with MFL to perform an inclusivity assessment as part of MFL's strategic planning process.
- ABS is working to implement new IT and network upgrades.
- NYS awarded an additional \$20M to libraries. Jake is going to amend our construction funding application in an attempt to secure additional funding.
- Program participation is down this year. It is not clear why.

Michelle Merwarth presented the Friends' Report:

- The Friends will be sponsoring evening meetings in an attempt to recruit new members.

- The book nook will soon be renamed in honor of Paulette Quin. The ceremony takes place September 18<sup>th</sup> at 11:30 AM.
- The Friends now have a Facebook page, a dedicated Friends' email address, and are placing meeting minutes on the Friends' website.

Steve Kankus presented a report on changes to the MFL By-Laws, suggesting the following changes:

- Section 12 - Delete the word "regular". Replace "notice shall be given 5 to 10 days" with "notice shall be given no less than 5 days".
- Section 13 - Replace "5 to 10 days" with "no less than 5 days"
- Section 20 - Delete the word "major".

The Board also discussed Section 4 (absenteeism), which states:

*"Trustees are expected to attend meetings regularly. If any Trustee shall fail to attend three consecutive meetings without excuse accepted as satisfactory by the Trustees, he shall be deemed to have resigned, and the vacancy shall be filled."*

The NYSL model states:

*"Absence from three consecutive meetings shall constitute automatic dismissal from the Board unless the Board defers this dismissal by majority vote. The President shall inform the absent Board Member in writing that he/she is no longer on the Board. If dismissal is deferred by Board action the President shall inform the absent Board Member in writing the conditions of this deferral."*

Steve proposed adopting the NYSL model, since it allows the Board some flexibility regarding dismissal while also including a formal notification process. A vote on the proposed changes to Sections 12, 13 and 20 can take place at the October meeting. Any changes to Section 4 must wait until the Board's November meeting.

Jake Widrick presented the Buildings & Grounds Report:

The buildings facade needs to be replaced. Jake has two quotes for this work. DLD funding should cover 75% of the costs. The work will be done in October. Jake recommended going with the quote from McClurg. It is less expensive and is the preferred solution based on the material McClurg proposes to employ.

Martha Lollis presented the report of the Development Committee:

Work has commenced on the annual fund drive. Martha asked that all Board members review the mailing list for completeness and accuracy within the next three weeks. She also asked for

photos of adults using the library, should anyone have any. The fund drive letters will be mailed the week after Thanksgiving.

Pat Dailey presented the Finance Report:

- We are favorable to budget, year-to-date.
- Pat asked Board members for recommendations for potential external financial advisors in anticipation of an RFP.
- Pat will present a draft budget at the Board's October meeting, with a second iteration in November. The Board will vote on the final 2020 budget at its December meeting.

Jake reported that the Personnel and Policies committee will identify a list of policies that need to be updated.

### **New Business**

- The Board discussed that it might be useful to have someone speak to the Board about ransomware.
- Jake is going to ask Amanda Schiavulli to provide the Board with trustee training in March.
- Martha reported that four Board member terms are about to expire: Martha Lollis, Steve Kankus, Deb Abbott and Rachel Hendricks. Steve Kankus agreed to join the nominations committee.

The meeting adjourned at 8:50 PM.

Respectfully submitted,  
Steve Kankus