



Marcellus Free Library
Board of Trustees' Meeting
Meeting Minutes MARCH 7, 2024—6:45 PM

Trustees present: Kathryn Dennis (President), Dennis Robillard (Vice President), Jeremy Pellizzari (Treasurer), Shane Ventura, Michelle Hubbard, Guy Donahoe

Also present: Sophia Brandt (Director), Jackie Smith (Friends of MFL President)

Meeting Called to Order by Kathryn Dennis at 6:50 PM.

Additions/Changes to Agenda. Executive Session added

Review and Approval of Minutes from December 14, 2023. Motion to approve January minutes made by Dennis. Seconded by Guy Donahoe. Minutes approved unanimously.

Director's Report.

Library Updates

- New event calendar system replacing existing; will be part of County system
- New system will track hotspots and chrome books
- OCPL system will delete inactive patrons - list will be collected & reviewed by Sophia; consider contacting the patrons before deleting
- This has a potential of reducing patron #s significantly ~ 50%; patron list has not been purged in 7 years but will be purged annually going forward
- Friends purchasing 2 iPads for children
- Creating a children's desk

Programs/Services/Collections

- Rescue Mission partnership
- Eclipse program will offer glasses for on site at library and offsite
- ASL program starts 4/9 for 5 weeks; Thomas received grant

Staff/Personnel

- Linda (Awesome art volunteer) is working front desk

Committee Reports

Friends:

- Marcellus Library history presentation by Honorable John P Curtin was well attended and documented binder to be left at the library

Nominations Committee:

- Maggie McSweeney potential Trustee - Sophia will provide app

Buildings and Maintenance:



- Universal Access table for gazebo recommended ~\$1200- to be voted under old business
- Chess tables recommendation will be circulated for board review & Vote next month
- Crack repair test to be completed Monday March 11 by McClurg
- Outdoor soffit & facing should be repainted; waiting will drive more deterioration and higher repair expense; Sophia will discuss with Bob re how it was done previously

Development:

- Meeting scheduled for Saturday, March 9

Finance:

- Within budget, ahead on payroll but will catch up as we get further into the year. Consistent to last year. No surprises; Cash is earning good returns on interest; Feb discussion with Tompkins re: 3-5 year operations' needs - decided to put \$100k into money market for liquidity to cover operating costs; portfolio is all time high; have 18 months till next withdrawal may be required; Next topic will be re: allocation re risk tolerance

Personnel/Policies:

- Handbook completed

Old Business

- Handbook reviewed Sophia to update mission statement and add Martha Lollis room in intro; Vote to approve: Motion to approve new handbook made by Michelle. Motion seconded by Dennis. Motion unanimously approved.
- Universal Access TABLE. Vote to approve: Motion to approve Universal Access TABLE made by Jeremy. Motion seconded by Shane. Motion unanimously approved.

New Business

- 2023 Annual Report. Vote to approve: Motion to approval 2023 Annual Report made by Jeremy. Motion seconded by Guy. Motion unanimously approved.
- Chess tables - proposal is for 2 tables with fixed stools
- Consider easter egg hunt for next year - maybe partner with the Marcellus Park

Questions/Comments from the Public. No questions or comments from the public

The Board entered an Executive Session to discuss personnel changes

Adjournment. Motion to adjourn meeting made by Jeremy. Motion seconded by Dennis. Motion unanimously approved. Meeting adjourned at 7:46 PM.

Minutes recorded by: Shane Ventura



Next Board Meeting Date – Thursday, April 4, 2024