



**Marcellus Free Library
Board of Trustees' Meeting
Meeting Minutes May 16, 2024 – 6:45 PM**

Trustees present: Kathryn Dennis (President), Dennis Robillard (Vice President), Jeremy Pellizzari (Treasurer), Mary Drabot (Secretary), Guy Donahoe

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

Meeting Called to Order by Kathryn Dennis at 6:53 PM.

Additions/Changes to Agenda No additions/changes to Agenda.

Review and Approval of Minutes from. Motion to approve APRIL minutes made by Dennis. Seconded by Guy. Minutes approved unanimously (after edit(s) that Guy shared with Sophia & Kathryn are made).

Director's Report

Local and System Updates

The system purged inactive patrons over the age of 18 on Friday, May 10th. In total, MFL has approximately 1,314 inactive Marcellus patrons inactive from 2011-2019.

Staff & Volunteers

Staff attended the OCPL Staff Day at Rosamond Gifford Zoo on May 3rd. Keynote Speaker was Mark Headd, whose talk was entitled "Demystifying Artificial Intelligence – Understanding AI and Its Potential Implications for Libraries". There was also a session on diversity "What It Is and What It Is Not"

Library Stats:

The library is continuing to perform better than 2023. There is an average of 9.5% increase in circulation and average of 12.5% increase in visits.

Patrons seem to really like the take-away activities, with passive program participation totaling 3,635 across the age groups. This participation based on 211 programs offered YTD.

Committee Reports

Friends:

- Gearing up for Olde Home Days Book Sale and Basket Raffle. There are 26 baskets. . Book donations have been steady. For next year, Friends will start as early as January to ask for corporate donations.



- A Nominating Committee was formed at the April meeting. Open positions for 2024-2025 include: Deputy Treasurer, FB/Social Media Chair, Basket Raffle Chair, and Hospitality Chair. The position of Recording Secretary has been filled by Barb Patti. 2025-2026 open positions will include President, Vice President, and Treasurer. May meeting will include updates from the Nominating committee.

Nominations Committee:

- Maggie McSweeney has not followed up regarding her initial interest in joining the board. Legal/Finance/Marketing remain the areas we'd like to add to the board.

Buildings and Maintenance:

- KS Electric performed work at the library on May 15. Outlet was installed outside near the amphitheater.
- Tim Manahan from McClurg's came by to look over the building – there is issue with siding up above; there are other areas that might need attention. Good news is that he believes the issues are more repairable than needing replacement at this time. He will be back to get up on the roof and report back.
- Bricks: Guy called the shop in Skaneateles to see if they can laser bricks. They can. Jeremy from Watson acknowledged he has our bricks. He said he would deliver them and Guy will store that at his office storage space. Per the concern of the Board with donors not seeing their finished bricks, Guy suggested he can go and get the bricks and bring them to the guy in Skaneateles. Jeremy offered to place them and Guy will try to pin him down on an exact date and commitment. Guy will also look for someone else to do that and research pricing for getting all 29 placed. Guy and Sophia will plan to take a trip to Jeremy's to pick up the bricks.
- Chess tables: The board will hold off on the vote until we have quotes for installation. (How will they get delivered off the truck? Guy will look for a couple of different masonry contractors for installation costs).

Development:

- Annual Fundraiser will take place on Sunday, October 13th, 5:00 – 8:00 at Tuscarora Golf Club.
- Kathryn suggested we send out "Save the Date" announcement after July 4th

Finance:

- Revenue and expenses remain favorable to budget. Revenue is on track and is slightly ahead of 2024.



- A fairly large check was cut for the digital collection but still in line with the budget, for now. Sophia is tracking Hoopla users as it has been growing recently but now might be trending down.
- Investment Portfolio update: Jeremy will meet with Mike and John and will report back to board.
- Form 990: Jeremy put in for an extension to submit in October.

Personnel/Policies:

- Holly is still on medical leave.

New Business - Vote to approve IRS Form 990

- Motion to approve IRS Form 990 made by Mary. Motion seconded by Dennis. Motion unanimously approved. (pending Mary sending Jeremy edits on typos)

Questions/Comments from the Public.

- Mary asked about the seed library. Sophia & Thomas discussed previously and based on feedback and research, the seed library is very hard to sustain. Patrons tend not to return the seeds and it is very time intensive.

Other Business. Reminder to VOTE on May 21, 2024!

Adjournment. Motion to adjourn meeting made by Jeremy. Motion seconded by Dennis. Motion unanimously approved. Meeting adjourned at 8:04 PM.

Minutes recorded by: Mary Drabot

Next Board Meeting Date – Thursday, June 9, 2024