



**Marcellus Free Library
Board of Trustees Meeting
April 7, 2022-- 7:00pm**

- Meeting Call to Order at 7:02pm by Jake. In attendance Jake Widrick, Sara Randolph, Beth Anne Piper, Pat Dailey, Martha Fiacchi, Mary Drabot, Kathryn Dennis, Katie Reilly, Michele Merwarth for Friends
- Additions/Changes to Agenda
- Review and Approval of Minutes from March 2022 Reviewed. Pat Dailey made motion to approve. Seconded Shane Ventura. Approved unanimously.
- Director's Report

Local and System Updates

-As a reminder, the MCSD annual budget public hearing is Monday, May 9 and the budget vote will be held on Tuesday, May 17 from 12-pm at the high school. Jake will attend the public hearing May 9 in case of any questions. We are requesting a 2% increase in funding this year.

-At our March Trustee meeting the Annual Report to NYS was approved and subsequently submitted to OCPL. Amanda at OCPL reviewed the document and asked me to clarify a few things before submitting to the state, which has now been done.

-OCPL put out a press release last week to mark Central and City Branches going fine-free. <https://www.onlib.org/find/using-library/fines-fees/fine-free>. This was a bit confusing because some suburban libraries (Maxwell for example) still have fines. MFL has already gone fine free.

-Due to Onondaga County's high rate of positive COVID cases a few suburban libraries have gone back to recommending masks for all and requiring them for staff and for anyone participating in in-person programming. For example Maxwell is encouraging masking. Marcellus Library staff seem comfortable with what we are currently doing, but we can reassess if the trustees feel strongly about it. At this time about 1/2 of the staff is masking while in the library and about 30-40% of the patrons.

Library Updates

-Martha Lollis's daughter Lizzie and her kids will be in town June 11th and 18th. Targeting one of those Saturdays to dedicate the conference room in Martha's name. Jake is discussing with Mike Lollis. We should be able to put on a nice reception, inviting family, staff, current and past trustees, and anyone else that worked closely with Martha here. We should form a committee to help plan the event. Agreed to have meeting in next week or so to discuss further. Jake is sending out meeting availability survey for committee meeting dates. We will use roster pervious board members to send invitations and to staff members and anyone else in community family would like invited. We will have a plaque over the TV in media room and possible a photo on the front wall. Jake will speak at the dedication. Katie agreed to working on Martha's remembrance.

-Construction Grant award notifications would normally arrive in May or June but appears that state is running behind so may not get the approval until September and money in November. So far, NYS has not come back to us with any questions or clarifications so Jake thinks we are in good shape. Jake is confident we will get the funding. (99.9%) The total project cost (which



also includes the LED conversion) is \$210,332. New York State should be giving us 75% of that which comes out to \$157,749. We have until 2024 to complete the project. .

-I will have revised construction sketches to share soon and will distribute them as soon as I have them. Our target now is to begin construction mid-summer or early fall. It should be roughly a four week project. Shane V and Sofie attended the Landscape presentation. We reviewed the plans briefly and agreed to schedule a separate committee meeting to review further and walk site. The landscaper recommends we purchase the supplies now as the material costs are likely to increase. Discussed if comes under budget considering shelter on the northern section of the project. Once we approve the plans we will get bids.

-I met with a local Aflac representative about the possibility of offering employee-funded supplementary benefits to staff (vision, dental, short-term disability, in particular). If trustees approve, we would just need to add a section about these benefits into our employee handbook. I have the representative scheduled to come in and meet with staff on Friday, 4/22. If it would be beneficial to have him appear at a future board meeting, we could arrange that as well. The programs would have no cost to the Library unless we decide to fund any of them. Only cost would be Marthas time to oversee deductions. Board member advised that may want to consider eyemed for vision as it has been very reasonable cost wise with good benefits. Jake has no rates from AFLAC at this time. DB might be expensive. He will talk to staff about interest.

Programs

-Check out the event calendar for the library. We have a very busy slate of events this month. Classes, clubs, crafts, and as usual we are partnering with a few local community organizations like Help Me Grow Onondaga and Baltimore Woods. Please check out our events calendar to see all that we are offering (mflib.evanced.info/signup or marcelluslibrary.org under the Programs tab).

-Attendance in general, but especially program attendance, has been trending up over the last two months. Kids, teens, and adults!

Staff

-Sophia handled everything well while I was away for two weeks. She is spending the next two days at the YSS conference in Schenectady.

-Stephanie's Art for Ukraine fundraiser has brought in over \$1,500! Art pieces that have been donated will be available for purchase through the end of this month. We are planning to host a formal reception/fundraiser, possibly the first Thursday in May, to cap off this project. About 20-25 artists have donated work. Any funds raised will go to the Global Giving Network-Ukraine fund. There has been a nice outpouring of support.

Re the minutes last month we discussed moving forward with the Annual Dinner and combining with a Friends Membership Drive. Discussed some tentative dates and if Friends will exist in September. Per Michele not folding at this time. Jake discussed holding it at the library to get our donors into the library. Do cocktails and hors d'oeuvres.



- Committee Reports
 - Friends report: Michele

National Library week including Library workers day yesterday. Friends got flowers and treats for library staff. Next meeting 04/27 1pm. They are preparing for Old Home Days Book Sale and Basket raffle. Will have 3-4 large baskets. One will include a American Doll re grant from the company, There will be a Disney Basket. They have a basketball signed by the Boeheims. Requesting tickets to Lego land. Also suggested asks for Syracuse Stage Tickets. Agreed to have the Library Facebook page highlight the Friends contributions. The Friends are thinking about using bookmark at circulation desk re membership and their efforts/contributions. Furniture has been well received. May switch the piece in entry around the other way.
 - Finance

expect to receive confirmation of forgiveness on the second PPE loan. M & T approved and expect that the Federal government will approve shortly. Meeting with Mike this month to review the transition re investments and monthly disbursements. Everything to date appears to be within budget and no red flags at this time.
 - Building and Grounds

See notes in director update above also. Plans are available for review. Met with Scott this week and made some small changes. Plans include 2 seating walls 18" high. Reviewed plans re the Memorial bricks. There are local kits available. Can consider 2 sizes for 2 different donation levels. They can be put down and popped up to redo after project is done. There will be 4 boulders as car block. On north end there will be slate walk way and the Jane Amidon Memorial Garden. Considering a pavilion or gazebo on that end. Will look for quotes from Watson Landscaping and J and J Landscaping. We will loss at least 4 parking spots. Jake pointed out we will likely need to resurface the parking lot next year. There will be a Timber Guard rail along middle section along side of the parking lot. Plans call for wildflowers to be planted along here. Board approved the potential plans and to submit them to the town for review.
- New Business
 - Aflac Supplementary Benefits see above
- Questions/Comments from the Public none



- Other Business none
- Meeting adjourned 8pm.

Next Board Meeting Date: Thursday, May 5, 2022