

Marcellus Free Library (MFL) Board of Trustees

Meeting Minutes of March 1, 2018

Board members present: Martha Lollis, Stephen Kankus, Debra Abbott, Patrick Dailey, Rachel Hendricks, Katie Reilly, Kyle Tierney

Also present: Jake Widrick (MFL Director), Audrey Kearney (MFL Friends President) Amanda Travis (OCPL Member Services)

Call to order and approval of Agenda: Meeting called to order by Martha Lollis at 7:05pm.

Amanda Travis gave a short presentation about services offered by OCPL to member libraries. She also outlined resources available from CLRC (Central New York Library Resources Council) including continuing education opportunities and the Albany advocacy bus.

- I. **Secretary's Report:** There were no changes to the minutes from the January 25, 2018 meeting.

Patrick Dailey moved to accept them. Deb Abbott seconded. Minutes were unanimously approved without revision.

- II. **Friends of MFL:** Audrey Kearney reported. The Friends last met on February 28, 2018. The Friends held a "HobNob 2.0" event to showcase hobbies of members. The success of the Julie Tabouli book signing was discussed and the Friends were honored to accept a 50 Year Anniversary proclamations from the office of NY State Senator John DeFrancisco and from Onondaga County Legislator Michael Plochocki. Olde Home Days events including the Book and Basket Sales are being planned.

III. **Committee Reports:**

Treasurer/Finance: No report given this month.

Building and Maintenance: Jake Widrick reported. His primary topic was progress on the new parking lot section. He did a walk through with the Village today. It was decided to postpone the clearing of the brush until dryer weather.

Summer is projected for a start date. Grant money is expected to be received in June.

Personnel: Rachel Hendricks reported. The committee met January 27, 2018. Rachel reviewed the new employee handbook. She asked all members to review it for a vote next month. One important change is the move to a “paid time off” system, rather than specific sick and vacation days. The committee also reviewed health insurance benefits in order to make them compliant with state law.

As a result, the Board is asked to vote on the following language for the handbook “For all full-time employees who are eligible for health insurance benefits, library will pay 50% of the premium for plan year 2018.” Rachel Hendricks moved, Katie Reilly seconded. Motion unanimously approved.

Development: Martha Lollis reported for Ann Ferro. Fundraising/community building dinner is slated for April 7, 2018. There is a reservation form on the library website. People can pay with PayPal and credit card or personal checks. There will be an auction of services. Board members were asked to come up with possible bid items.

Director’s Report: Jake Widrick reported. There is now a baby changing station in the men’s restroom. This addition has generated a very popular, positive buzz. The new “Hypersign”, a very generous gift from the Friends, has been installed in the lobby. Opening the library on Martin Luther King Day and President’s Day has been a popular change, and programs on those days were well attended. There is a light pole in the parking lot that will be fixed and the road to the library will need some repair for pot holes. The work will be done by the Village. Board members were invited to the staff/safety meeting on March 7, 2018 at 1pm. Jake reviewed Marcellus Free Library 2017 Annual Report. This report was submitted to OCPL for review and then forwarded to the NYS Division of Library Development.

Stephen Kankus moved to approve this report. Pat Dailey seconded. Report was unanimously approved.

New Business: Martha Lollis opened a discussion about talking points for the upcoming Tax Levy. The Board will discuss, and review this document at next month’s meeting

We will revisit Committee descriptions at a later date.

Martha also asked the Board members to develop achievable goals for the year. Suggestions included increased interaction with town leadership

Members received a copy of the revised Library Bylaws to review for next month.

IV. Adjournment: A motion to adjourn was offered by Stephan Kankus, seconded by Katie Reilly and unanimously approved.

Meeting adjourned at 8:30pm. The next meeting will be April 5th 2018 at 7pm.

Respectfully submitted,
Debra Abbott