

Marcellus Free Library (MFL) Board of Trustees

Meeting Minutes of April 4th, 2019

Board members present: Martha Lollis, Rachel Hendricks, Deb Abbott, Pat Dailey, Beth Piper, Gary Germain

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

Call to order and approval of Agenda: Meeting was called to order at 7:08pm by Martha Lollis. Martha asked to add time for a Building and Maintenance report which was left off the original agenda.

- I. Secretary's Report:** Martha Lollis asked for a motion to approve the minutes from the March 6th, 2019 meeting. Rachel Hendricks moved. Beth Piper seconded. Minutes were unanimously approved.

Martha introduced Amanda Schiavulli, the OCPL Member Liaison who led a discussion about strategic planning. Strategic planning is one of the responsibilities of the Library Board. The Board needs to express a shared vision between the Library and the community. The Board should assess current data, involve the community, analyze the results and create a written plan of what we would like for the library. Amanda listed resources and template to help the Board with this task.

- II. Friends of MFL:** Audrey Kearney reported. The Friends met on March 27, 2019. The program guest speaker was Captain Dan Wiles of Mid-Lakes Navigation Company who spoke of his family's history. Audrey Kearney and Michele Merwarth attended a NYLA webinar conference on leadership. The officers voted on flowers for Library Staff for National Library Workers Day and to renew the Friends NYLA membership. The Friends will purchase a rocking chair for the Library in honor of Jane Amidon. Basket raffle planning has begun. A nominating committee was formed to bring in a slate of new officers. Michele Merwarth has agreed to be the new President starting July 1, 2019. The Friends voted to approve a check for \$14,000 for requested library programs and initiatives. The Friends' next meeting is April 27th, 2019.

- III. Director's Report:** Jake Widrick reported. The Library has received multiple memorial donations recently. Jake spoke to the Governor's proposed cut to capital funding. Libraries will be involved in the 2020 Census. The final paperwork for the parking lot project has been submitted. The Experience Dinner webpage is up and running and tickets have been sold. The library will close May 9th at 5pm to hold a sexual harassment workshop for library staff. Jake

thanked the Friends for very generous funding that will purchase new patron laptops. Jake gave details of the successful month of programming the library offered in March. The Community Read with Baltimore Woods was also a success. Jake will be meeting with a potential summer intern from Keuka College. The intern would be responsible for teen activities and programming as well as helping with the summer reading program prep.

IV. Committee Reports:

Bylaws: Martha Lollis reported. She explained the most recent work on the bylaws.

Martha Lollis asked for a motion to accept current updates to MFL bylaws. Rachel Hendricks moved. Deb Abbott seconded. Current updates unanimously approved

Development: Deb Abbott and Martha Lollis reported. The committee met earlier tonight. The webpage for reservations is up and running. Members of the Board were reminded to come up with items for the Silent Auction.

Treasurer/Finance: Pat Dailey reported. The Library's operations remain in line with the budget. The parking lot project has been paid for. We have recently received some unusually large bequests. We need to decide how to recognize these bequests and how best to spend the money.

Personnel / Policy: Rachel Hendricks reported. The committee met recently and have identified a handful of policies they consider to be "critical" that they are addressing. They hope to have them ready to look at in May for a vote in June. The MFL policies are now on the website and there is a binder at the front desk.

Building and Maintenance: Gary Germain reported. Gary is the new chair of the committee and has started making lists. He will have more to report at the next meeting.

New Business: Martha Lollis reported. The Mission Statement of the MFL is over 20 years old. Martha would like to plan a summer workshop to work on an updated Mission Statement.

Action Item: Board Members are asked to look for Mission Statement suggestions for that workshop.

V. Adjournment: Martha Lollis asked for a motion to adjourn the meeting. Rachel Hendricks made the motion. It was seconded by Pat Dailey and unanimously approved. Meeting adjourned at 8:40pm.

The next meeting will be Thursday May 2nd, 2019 at 7pm.

Respectfully submitted,

Debra Abbott