



**Marcellus Free Library
Board of Trustees Meeting
March 10, 2022-- 7:00pm**

- Meeting Call to Order 7pm

In attendance: Beth Anne Piper, Pat Dailey, Katie Reilly, Martha Fiacchi, Mary Drabot, Shane Ventura, Jake Widrick, Ed Kochian, Michele Merwarth

- Additions/Changes to Agenda: None
- Review and Approval of Annual Meeting Minutes from January 2022: Minutes approved with change re financial notes re salary increase from 2% to 3%. Motion to approve Mary Drabot. 2nd Pat Dailey Approved.
- Special Presentation from NYS Assemblyman John Lemondes (District 126)

Mr. Lemondes was not available to attend due to conflict. The \$3000 grant check will likely be mailed to the Library. Funds are earmarked to resources for supplemental collections ie video games. We reduced these collections 4 years ago and are still rebuilding them.

- Edward Kochian, Representative from OCPL Board of Trustees

Mr. Kochian congratulated us on the new space. Great use of space and furniture came out great. McClurg did nice write up on space. Mr. Kochian has been involved in County Government for many years. Deputy Co Executive under John Mulroy. Involved in the formation of OCLP. Representing them as liaison for OCLP and Marcellus Free Library. We can contact him any time re issues or what doing right. Visits branches and member libraries. Discussed how location affects the collections at branches. For example, White Branch has a multi-language book collection. While all the libraries are different, they have all things in common. He expects book challenges to increase. They have adopted NYLA policy. Parent can choose what children read. Not what other adults read. May want to approve NYLA. Our program is "Freedom to Read." 1966 Index prohibited books removal. Mr. Kochian advised that on board of the Seward House. 03/24/22 Walter Starr Biographer will speak at Equal Rights Heritage Center. He loves the book nook and purchased a 1874 Latin Grammar by Hartness. Page 158 had 2 four leaf clover. No idea when put in there. Beautiful script. OCLP board has 9 members. Length of term 3 or 4 years and limited to 2 terms. Co Executive nominates and the Legislators approve. County Library branches are owned by the City of Syracuse. No specific percentage of revenue is



spent on collections. They have cut back on material purchases. That's how the friends came to be to support collections. Discussed Focal Gifford Series. We thanked him for his service both boards. We couldn't have done what we do without them.

- Director's Report

Local and System Updates

-The American Library Association will distribute more than \$7 million in grants to support small and rural libraries. Beginning in November, ALA will accept applications for grants distributed over the next three years ranging from \$10,000 to \$20,000. Participating libraries will first conduct community input-gathering sessions to assure that their work aligns with local needs. Libraries will be required to identify the primary audience they are hoping to reach (e.g., homebound seniors, children with autism, Deaf community members) and facilitate a community conversation with the impacted populations in order to guide improvement of the library's services. Grantees will then use the funds to create services or improve their facilities based on the needs identified by their audience. We will need to get more direction as targeted funds require long range strategic plan.

-Christian Executive Director at OCPL has started a leadership discussion group for member libraries where we'll be reading an article and having a conversation about a particular topic each month (or twice a month, depending on availability). He has also begun work on a professional engagement group where discussions will focus on how to get involved in NYLA or ALA, how to make the most out of professional memberships and conferences, how to publish/present, etc. Plan is to do on site training in April re Security Counsel. Looking forward to getting back to more in person exchange.

-If approved today, our Annual Report to NYS will be submitted to Amanda at OCPL on Friday, 3/11. If there are any issues, I will let everyone know via email.

Library Updates

-I submitted notice to Marcellus School District that we intend to ask for a 2% increase to our tax levy. Our proposal will be attached to the school district budget vote, held May 17th. As in past years, I will attend the annual budget public hearing on May 9th in case anyone has questions or concerns.

-The furniture has all been delivered for the new conference room. The table for the lobby should be delivered next week. Once delivered, I will be able to submit a final report and close out the construction grant.

-Our electricity supply charges (pg. 5 of the NYSEG bill) are going to increase slightly, beginning in April. Our current rate of \$0.052 is expiring and the best we could find is \$0.076, which is much better than the \$0.12 NYSEG would charge us. We will be switching our supplier from Engie Resources to Hudson Energy as a result.

-Upstairs bathroom is now locked permanently due to a couple of incidents with people sneaking in.

-Things at library are more normal. Much busier in last month and a half especially with teens using the new Teen space. Lots of window but gives them their own space. Getting 2 or 3 teens in per day.

Programs



- Stephanie has an Awesome Art session for adults scheduled on Saturday, March 19th.
- Cornell Cooperative Extension will be at the Library on Friday, 3/11 for a workshop with local area farmers.
- Marcellus gardener Holly Masters has a seed sharing/seed saving exchange scheduled for this Saturday. Holly will be putting on a series of lectures (in person here at the library and virtual via zoom) in conjunction with this project. Additionally, on Friday, April 1, Mark Moncavage will host a lecture on landscape redesign and spring gardening.
- Miss Sophia has many activities planned this month for kids, teens, and parents. Saturday, 3/12, is going to be particularly busy. In addition to the seed sharing exchange, we are happy to welcome Doc the Doodle back to the Library to celebrate his 6th birthday. Help Me Grow Onondaga is going to be here with their spring themed developmental program *Spring into Learning: Books, Balls, and Blocks*. Finally, Alyson will be presenting a St. Patty's Day themed craft for kids.
- A Saturday knitting group has formed and is using the new conference room to meet weekly. Planning on also starting a crocheting class.
- We are collaborating with Syracuse Community Connections to offer new programming specifically for parents, consisting of *Internet Awareness and Safety*, and *How to Talk to Your Kids About Puberty and Sexual Health*.
- Teen activities this month include Drawing Club, Henna Tattoos for Teens, Teen Debate Club, and a Teen Smash Tournament, as well as the monthly TAB meeting.
- Our Monday Trading Card Game Nights are still getting a great mix of kids and adults. There may be enough interest to start a new weekly or monthly board game night/afternoon.
- Mat will hold a discussion about birds in April
- When table is delivered will close out funding on media room project. Jake will confirm we got the other 10% of the 75% funding. Pat will also confirm with Martha.
- Planning Henna Tattoo for ages 11-15.

Staff

- Jake is on vacation for the next two weeks, returning 3/28. He is traveling to Florida to meet new nephew. He will be reachable via email or phone if anything urgent comes up. Sophia will be handling the day-to-day management of the library
- Very happy with our pages. We will be losing 2 to graduation.

- **Committee Reports**

- **Friends**

- Report by Michelle Working with Anne Gallenger. Gives 2 free tickets raffle. Next meeting 032322 7pm. Joe McNally author coming to present. He will be selling books with proceed to go to Friends. Need to get this on the Library Facebook page. Will have the June book sale as part of the Old Home Days. Will also have 2 or 3 bigger basket raffles. Not soliciting local businesses donations for this. Michelle has written for donation of American Girl Doll from the manufacturer. Plan is to do one basket each geared to girls, boys and adults. Michelle wants board to be aware that there is uncertainty about the Friends going forward. Re current board members only 2 can return next year to the board re their guidelines. They continue to work to improve membership and are seeking new board members by changing



meeting times. Covid is a factor in lower involvement but note bouncing back. About 95% of members are inactive. Members are happy to donate but difficult to get people together for projects. A lot of Friend groups are struggling. They will need new president. Michelle has really done a lot for Friends and the library. Discussed use of Library Facebook to encourage membership and putting bookmarks in book patrons take out asking them to participate. Risk of losing the group as formal support for library.

- Finance
 - Annual Fund was successful - raised \$22400. Fundraiser effectively closed. We exceeded the 15K budget for this. Friends continue to support the collections and library materials. Expenses are within or below budget to date. Other income is deficient mostly due to market fluctuations. We have moved forward re the transition to Tompkins Financial and there will be a \$4000 per month disbursement re expenses.
- New Business
 - Review and Approval of NYS Annual Report
 - Reviewed report. Our numbers are higher in many categories than last year. Our Teen number programs are up 10-15%. Circulation, building attendance also up. Numbers are still significantly lower than pre pandemic. Programing is up. Circulation is down. Motion to approve annual report made by Beth Anne. Katie seconded. Voted to approve plan as written and submit accordingly.
 - Patron Code of Conduct Review (Mask Mandate)
 - Review of Mask Mandate. All agree to remove mandate to wear masks in Library from policy effective immediately. Motion made by Pat Dailey, 2nd by Mary Drabot. Approved. Also discussed the need to address the Safety Plan to make it more flexible to respond to changes in pandemic. Discussed possible edits and changes as we go as a lot of the plan is not adaptable to current conditions and guidelines. How can we make it more fit for its purpose going forward. Jake likes the outline for the current plan which responds to people/places ect. Need to develop framework going forward. Discussed whether staff should be masked. Agreed to leave to personal choice.
 - Reopening Safety Plan Review
 - Discussed moving forward this year with Annual Dinner and combining with Friends membership drive. Will discuss this further.



- Questions/Comments from the Public None
- Other Business None

Meeting adjourned 8:30pm. Motion to adjourn Katie. 2nd Pat. Meeting adjourned

Next Board Meeting Date: Thursday, April 7, 2022