

**Skaneateles Library Association
Board of Directors' Regular Meeting
Monday, May 9, 2017**

Present: Trustees: Scott Elia, President; David Graham, Vice President; Andrew Hagen, Treasurer; Danette Davis, Secretary; Mike Cirincione; Paula Conan; Geralyn Huba; Dave Lee; Bob Lotkowitz; Todd Marshall; Sharon O'Connell; Laurie Spencer; Peg Whitehouse; Nickie Marquis, Library Director; Deanna King, Assistant Library Director.

Visitors:

Jessica Millman, Bookends Project Director
Crystal DeStefano, Strategic Communications, LLC

President Elia called the meeting to order at 6:35 PM.

Approval of the April 11, 2017 Regular Meeting Minutes: The minutes were approved.

Public Comment: There were 11 members of the public present. Comments related to the possibility of renovating the existing building, re-zoning within a residential area, concerns about asbestos in the Stella Maris building and when a decision might be made on the Stella Maris option.

Library Director's Report: The report had been emailed previously to board members. Director Marquis added that an educational program on the solar eclipse will be held on August 19th. She noted that circulation statistics are up this year, perhaps because we have been able to purchase more new books. Director Marquis is applying for a grant to hold a lecture series on Fake News with two Syracuse University professors. There were comments from board members about the increase and variety of programs facilitated by Assistant Director Deanna King.

Book Sale and One for the Books update: Trustee Conan reported that Jim Roberts of the Books End bookstore in E. Syracuse has purchased over \$1,000 worth of our used books. Trustee Huba is assisting with the inventory of vintage books. The quantity of book donations is up this year, but unfortunately the quality is down and many books need to be discarded rather than kept for the book sale. Trustee Conan is still trying to get volunteer groups to help with moving day which is July 11. The book sale will be July 20-23 which is the same weekend as the Curbstone Festival.

The One for the Books committee has 12 host houses with books and speakers selected. Sponsorships are down this year. The event will be held the evening of October 14th.

President Elia commended Trustee Conan for the fantastic job she has done in organizing the fundraising events.

Bookends – Barrow Resolution: Trustee Cirincione explained that on April 26, 2017, President Elia, Trustees Cirincione, Conan, Hagen and Whitehouse, and Library Director Marquis, along with our outside counsel from McKenzie Hughes, Rich Engle and Mary Anne Cody, met with Attorney Christopher Wiles from the New York State Attorney General's Office of Public Charities. The purpose of the meeting was to explain Project Bookends and the potential move to the former Stella Maris site. Mr. Wiles is very familiar with the Barrow and the Trust and would not be opposed to a modification of the

Trust. Trustee Conan stated that Mr. Wiles feels that in the future we may wish to consider the Barrow Gallery having its own Board of Trustees, separate from the library board.

Trustee Huba asked about examining the possibility of the Barrow Gallery remaining in its current location if the library were to move, and including other art exhibits and classes in the existing building. President Elia and Trustee Whitehouse feel that it would not be financially viable for the Gallery to function alone, although it may be possible should another organization be interested in partnering with the Gallery.

There was further discussion about the proposed Resolution. Trustee Cirincione clarified that the resolution does not bind us to a decision and that it can be withdrawn. It can be revisited and future changes can be made. Trustee Cirincione read the Proposed Resolution.

PROPOSED RESOLUTION:

Whereas the Board of Trustees of the Skaneateles Library Association (“the Board”) has been investigating the possibility of relocating the Library to a new facility to be built upon the former Stella Maris property at 130 East Genesee Street, Skaneateles, N.Y.; and

Whereas the Trustees of the Skaneateles Library Association also serve as Trustees of the John D. Barrow Art Gallery Trust; and

Whereas the Board recognizes that the Library and the John D. Barrow Art Gallery provide mutual benefits to one another; and

Whereas the Board, in its capacity as Trustees of the John D. Barrow Art Gallery Trust, has determined that it cannot best assure the proper maintenance and preservation of the John D. Barrow collection if the John D. Barrow Art Gallery is located in a separate building from the Skaneateles Library; and

Whereas the Board, in its capacity as Trustees of the Skaneateles Library Association and its capacity as Trustees of the John D. Barrow Art Gallery Trust, has determined that it is the interest of the Library for the Library and the John D. Barrow Art Gallery to be located in physical proximity to each other;

The Board, acting in its dual capacity as Trustees of the Skaneateles Library Association and Trustees of the John D. Barrow Art Gallery Trust and after due deliberation, resolves that, in the event that the Board decides to relocate the Skaneateles Library to a new facility on the former Stella Maris property at 130 East Genesee Street, Skaneateles, N.Y., the John D. Barrow Art Gallery shall be relocated to such new facility as well.

Trustee Cirincione made a motion that the Proposed Resolution be adopted as presented. Vice President Graham seconded the motion. There were twelve Trustee votes in favor of the motion. Trustee Huba was opposed. The motion passed.

Bookends – Discussion of the Learning Center Vision: Bookends Project Director Millman explained that the Learning Center is about in-depth programming rather than physical space. She gave examples of the small, informal Sign Language classes which the library has offered. A Learning Center may be able to offer a series of tuition based courses. Oasis classes for senior citizens would be another example of tuition courses which a Learning Center could offer. Trustee Spencer commented that the concept of a Learning Center has not been communicated well to the community.

Bookends – Open House: Project Director Millman reported that the two Open Houses have been scheduled for Saturday May 20 from 9 AM-12, and Tuesday May 23 from 6-9 PM, both at Waterman School. A presentation in the auditorium will be repeated twice during each 3-hour event. At the same time, stations will be set up in the gym to give feedback from the public forums which were held in March. Board members will be assigned to the different stations and information will be sent ahead of time.

Bookends – Communications: President Elia introduced Crystal DeStefano of Strategic Communications. She will be assisting in developing our messaging and ensuring that correct information is communicated to the public before, during and after the Open Houses. Strategic Communications has worked with other local organizations. Trustee Huba asked about the contract. President Elia authorized the contract and the board will discuss it later.

Bookends – Building Committee: Trustee Lotkowitz reported that he, President Elia, and Trustee Lee met with Dave Nutting of VIP Structures to discuss his services and contract. There was discussion about the different options of hiring a general contractor who would provide a project manager vs. hiring a construction manager such as VIP. A construction manager is a professional service which helps with difficult decisions and with accurately figuring costs of a project. They would look after our best interests throughout the project. The committee will further negotiate the contract.

Bookends – Current Building Committee: The committee will be meeting this weekend with professional advisors.

Trustee Spencer raised the question of traffic studies at the Stella Maris site. Project Director Millman explained that we need to have the scope of the proposed building before this and other studies can be done. EDR will be including this in the comprehensive study.

Trustee Whitehouse commended Trustee O'Connell and high school student Huw Messie for their work in producing a video about the library.

Space Needs Assessment: Library Director Marquis had distributed the Space Needs Assessment document that she and Assistant Director King have researched and put together. This document includes a summary of architect Paul Mays' work from two years ago and community feedback from forums held at that time. It also includes statistics on what space and size of collections are recommended for a library of our size, as well as comparative charts showing similarly sized libraries. Director Marquis explained that what the library is able to do is dictated by the size and layout of the facility. This study allowed her to step back and examine benchmarks for what our library should be.

Trustee Conan commended Director Marquis and Assistant Director King for gathering and presenting this information.

Public Comment: There were comments regarding the need for traffic studies at Stella Maris; questions about donated funds accompanying the donation of land and whether this would cover the cost of removing the Stella Maris structure; questions on the size and expenses associated with a new library vs. renovations to the existing building; zoning; the upcoming Open Houses and who will be presenting; the criteria used in deciding uses for the existing building.

The meeting was adjourned at 8:45 PM.

Next Meetings: Thursday May 25, 2017 at 6:30 PM and Tuesday June 13 at 6:30 PM.

Respectfully submitted,
Danette Davis, Secretary