

**Skaneateles Library Association
Board of Directors' Regular Meeting
Tuesday, June 13, 2017**

Present: Trustees: Scott Elia, President; David Graham, Vice President; Danette Davis, Secretary; Paula Conan; Geralyn Huba; David Lee; Bob Lotkowitz; Todd Marshall; Sharon O'Connell; Peg Whitehouse; Nickie Marquis, Library Director.

Absent: Andrew Hagen, Treasurer; Mike Cirincione; Laurie Spencer

President Elia called the meeting to order at 6:33 PM.

Approval of the May 25, 2017 Special Meeting Minutes: The minutes were approved.

Approval of the June 1, 2017 Special Meeting Minutes: The minutes were approved.

Approval of the June 1, 2017 Executive Session Minutes: The minutes were approved.

Library Director's Report:

The report had been emailed previously to board members. Director Marquis added that the library will have an adult summer reading program this year. Participants will read books from different categories and will receive a raffle ticket for each category that they read.

Trustee Lee and Director Marquis arranged for repairs to the basement stairs that lead out to the parking area. Trustee Conan noted that additional tables for book sorting are needed in the basement.

President Elia and other board members commented on the impressive increase in circulation statistics. Director Marquis noted that the increase in downloadable items has not negatively impacted the circulation of other items. Each OCPL library pledges to spend at least 5% of their materials budget (this is \$2,000 for the Skaneateles Library) on OverDrive downloadables which are shared by the libraries in the county.

Book Sale:

Trustee Conan is still trying to get volunteer groups to help with moving day which is July 11th.

Assistance is needed to move the boxes from the moving company which brings them from the library to the Village Hall apparatus bays, and arrange them on or under the appropriate tables.

Trustee Conan circulated a sheet for board members to sign up as captains during 3-hour book sale shifts and for the take down on the last day. The book sale will be July 20-23.

We were unable to get our vintage books to the Marcellus Library book sale, but we have sold a number to the Books End used bookstore in East Syracuse. We will not be selling vintage books at our book sale as we cannot secure them.

Trustee Marshall joined the meeting at 6:50 PM.

One for the Books:

Trustee Conan reported that invitations will be sent to the printer soon. There is a wonderful line-up of books for the event. The event will be held the evening of October 14th. She stated that the One for the Books committee has discussed raising the price of the fundraiser from \$100 to possibly \$125 and

asked for the board's opinion. After discussion, the board's recommendation was to keep the price the same as last year.

Barrow Gallery:

Trustee Whitehouse reported that the "Paint Out" event this past weekend had fewer participants than last year, but that there was great enthusiasm. It attracted experienced artists as well as families with children who took part in painting outdoors. Some paintings were sold during the art display on Sunday, and some artists donated a portion of their proceeds to the Barrow Gallery.

Trustee Whitehouse noted that Jessica Millman has become a member of the Barrow Gallery Management Committee.

Financial Report: President Elia noted that the financial reports are in the board members' packets, but that we would not go over them as Treasurer Hagen was not present. He encouraged trustees to email any questions.

Bookends:

Strategic Communications' contract: President Elia asked for discussion on extending this contract and for assistance in reviewing it. Vice President Graham and Trustee Marshall offered to look over the contract with President Elia. There was consensus that professional assistance with communications is important for the immediate future. There is a 2-month minimum for the contract.

Allyn Fund: Trustee Conan questioned whether funds from the Allyn Fund grant could be used to extend this contract since Project Bookends has ended. President Elia reported that we have spent half of the grant funds available for the Project Bookends feasibility studies. Library Director Marquis added that grant funds were budgeted for communications and that we need further communications assistance in order to wrap up Project Bookends. Once the "Bookends" grant expenditures are fully accounted for, it is anticipated that a meeting with Meg O'Connell will take place and that the disposition of the remaining grant monies will be determined.

Motion: Trustee Lotkowitz made a motion to give President Elia the ability to approve a contract with Strategic Communications for a period of 60 days at a cost of \$2,400 per month, after review of the contract with Vice President Graham and Trustee Marshall.

The motion was seconded by Trustee O'Connell. The motion passed with Trustee Conan abstaining.

Trustee Lotkowitz asked about the fundraising feasibility work that Dave Gallagher had started. It was agreed that this was valuable work and that we would want to engage his services at a later date depending on future decisions made by the board.

Trustee Huba asked if we have the information that EDR did for the Open Houses. President Elia answered that we do have this information.

Trustee Marshall asked about our work with architect Paul Mays. President Elia replied that Paul Mays works for us on an ad hoc basis and that we can contact him in the future.

Vice President Graham questioned the amount billed by Pinckney Hugo Group which was more than the amount budgeted. President Elia stated that Pinckney Hugo took on some of the work originally scheduled for other vendors.

Turnover of Bookends information: President Elia has asked Bookends Project Director Jessica Millman to put together a recap with notes and contacts. She will meet with board members Conan, Davis, Marshall and Library Director Marquis to go over this Project Bookends information. Trustee Lotkowitz will assist with review of related contracts for the turnover. Project Director Millman will be paid through the end of the month.

Public Comment period: There were seven members of the public present. Some comments expressed regret that the Project Bookends library/learning center will not go forward. Other comments expressed reasons for opposition to the Project Bookends proposal. President Elia thanked the public for their comments.

The meeting was adjourned at 7:40 PM

Next Meeting: Tuesday July 18, 2017 at 6:30 PM

Respectfully submitted,
Danette Davis, Secretary