

**Skaneateles Library Association  
Board of Directors' Regular Meeting  
Tuesday, July 12, 2016**

**Present:** Scott Elia, President; David Graham, Vice President; Andrew Hagen, Treasurer; Danette Davis, Secretary; Gina Benedict; Mike Cirincione; Paula Conan; Geralyn Huba; David Lee; Bob Lotkowitz; Sharon O'Connell; Nickie Marquis, Library Director.

President Elia called the meeting to order at 6:37 PM.

**Approval of the June 14, 2016 Minutes:** The minutes were approved.

**Public Comment:** There were no members of the public present.

**Director's Report:** The report had been emailed previously. Director Marquis reported that some downtown OCPL libraries are dropping overdue fines for children. The city branches are being reimbursed by the city of Syracuse for some of this revenue short-fall to their budgets. Director Marquis will track our revenue from children's fines for a later discussion.

**Book Sale results:** Trustee Conan reported that the gross receipts were \$21,613.51. She reported on the groups that collected the leftover books to distribute to charitable causes. Changes will need to be made to moving day as it is proving too difficult for the limited number of volunteers, even with the assistance of paid movers to get the boxes of books from the library to the Village Hall. Trustee Conan thanked Trustee O'Connell for arranging for the student volunteers whose help was most appreciated. President Elia thanked Trustee Conan for the excellent work in organizing the sale.

**Budget and Fiscal Year:** Treasurer Hagen recommended a change to the library association's by-laws to change the fiscal year from January – December, to October 1– September 30 to align with the new community tax funding which will be collected via the school district. We will receive payments from the school district in three installments beginning September 30. After discussion, the board agreed on the change with the exception of Section 4 which relates to changing the amount of checks or electronic transfers which require two signatures.

Trustee Conan made the motion that the proposed change to the by-laws be accepted as sent to the Board members by President Elia on June 24, with the exception of Section 4 which will not be adopted at this time.

Trustee Cirincione seconded the motion. The motion passed.

Treasurer Hagen interviewed two accounting firms and selected Buffington and Hoatland of Auburn. Their fee will be \$4,000 the first year. They will start to review the library's financials.

**Healthcare:** Treasurer Hagen spoke with the broker who works with Delmonico Insurance. Treasurer Hagen and Trustee Benedict will formalize the Human Resources Committee to examine staff benefits and report back to the board.

**Fossil De-accession:** Robert Ross, the Assistant Director of the Museum of the Earth in Ithaca, NY met with Trustee Conan, Library Director Marquis and John Allen, a former board member of the museum.

Mr. Ross inspected the library's collection of fossils, minerals and marine specimens, and advised that he believed the Museum would be interested in accepting a gift of these items to be added to the collection of its Paleontological Research Institution. The specimens were collected by Ezra Knapp who gave them to the Skaneateles Library. The Barrow Gallery has a portrait of Ezra Knapp which was painted by John D. Barrow. In 1949 the Skaneateles Library presented one of Knapp's fossils to the Museum of the Earth.

Trustee Conan made the motion that 1) the Board authorize the transfer of the fossil collection, mineral collection and miscellaneous marine specimens as described in inventories in the library archives, to the Paleontological Research Institute in Ithaca, NY with the exception of one fossil which was given to the Library by John D. Barrow. This piece will be kept by the Skaneateles Library; and 2) the Board will authorize Director Marquis to execute the transfer by signing the Specimen Transfer Form.

Vice President Graham seconded the motion. The motion passed. Trustee O'Connell was not present for the vote.

Trustee Conan will have the display cases evaluated for value and report to the board.

Vice President Graham has contacted the owner of the former Trabold body and repair building for possible storage while the Silence Room is being cleaned and rearranged. The owner will be in town in mid-August and Vice President Graham will follow up with him. There was a comment made as to possible use for sorting books.

**Plans for new hours and staff:** Director Marquis is hoping to institute extended library hours beginning in August. She is interviewing candidates for additional staffing.

**Stella Maris opportunity:** President Elia presented the need for a committee to examine the feasibility of the Stella Maris proposal. Treasurer Hagen, Trustees Benedict, Cirincione, Lotkowictz and Director Marquis expressed an interest in serving on the committee. The committee's focus will be on the mission of the library as we seek the best solution for flexible space that meets the needs of the community and that can sustain itself for the future.

The meeting was adjourned at 8:45 PM

**Next Meeting:** Tuesday August 9, 2016 at 6:30 PM

Respectfully submitted,  
Danette Davis, Secretary