

Skaneateles Library Association
Board of Directors' Regular Meeting
Tuesday, November 14, 2017

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

Vice President Graham called the meeting to order at 6:36 PM

Approval of the October 10, 2017 Regular Meeting Minutes: The minutes were approved.

Public Comment period: There were five members of the public present. There were no comments at this time.

Library Director's Report: The monthly report had been emailed previously. Director Marquis gave out copies of the new library newsletter. Trustee Conan mentioned that the online version of the newsletter is slow to download. Trustee Spencer was pleased to see that there will be a monthly library column in the Skaneateles Press newspaper. The first column has been submitted. Assistant Director King passed around two Discovery Backpacks. Trustee Whitehouse stated that she had borrowed the birdwatching backpack and enjoyed using it with her grandchild and family. Director Marquis announced that the director of OCPL is stepping down. The library locker at the YMCA is back in place. Vice President Graham, Director Marquis and Assistant Director King recently spoke at the Sunrise Rotary on the library's activities and future plans.

Board Openings: Vice President Graham announced that the Nominating Committee will meet a second time this week. They have been making good progress. He noted that Trustees O'Connell and Huba have decided to leave the Board at the end of their current terms. With those departures, there will be four (4) openings on the Board.

One for the Books: Trustee Conan thanked her co-chair, Trustee O'Connell. There has been a lot of positive feedback on the event. The fund raiser netted over \$13,000 for the library. This was not quite as good as the last event in 2015 as there was some difficulty with scheduling hosts this year, and lower overall participation. An online survey was sent to 78 participants and 32 responses were received. The majority of comments were "excellent".

Trustee Conan read a letter signed by herself and Trustee O'Connell which was addressed to President Elia and Library Director Marquis. They commended Assistant Library Director King for her valuable assistance with organizing One for the Books. Vice President Graham thanked Trustees Conan and O'Connell and Assistant Director King for all of their work on this successful event.

Barrow Gallery: Trustee Whitehouse shared updated financial reports. They do not include amounts from the recent fund drive which has been going well so far. There is one applicant for the directorship position. One other applicant withdrew her name.

The Barrow Management Committee met to review and update by-laws that govern the Barrow Trust and the Management Committee. Trustee Whitehouse reminded everyone that the trustees of the library are also the trustees of the Barrow Gallery. The Management Committee can have between 5-12 members, at least 3 of whom must be SLA/Barrow Trustees. It currently has 10 members. Trustee Conan explained that, under the proposed new by-laws, the President of the Barrow Trust will also serve as the Chair of the Management Committee, while the Director of the Barrow Gallery will be an employee of the Barrow.

The Library Barrow Committee has been renamed the “Barrow Task Force”. The Task Force members are Trustees Conan, Cirincione, Hagen, Huba and Whitehouse along with Barrow Management Committee members Hetty Easter, Regina Middleton and Betsy Carter. Trustee Huba noted that, since she will be departing the Board at the end of her term, there will be an opening for another Trustee to serve on the Barrow Management Committee.

Trustee Cirincione wondered if the fiscal years for the Library and the Barrow should match. Discussion ensued. The Management Committee will consider this. Director Marquis noted that there are quarterly reimbursements between the Library and the Barrow.

President Elia joined the meeting at 7:16 PM, having attended a meeting of the Historical Society at the Creamery.

Village Bays: Trustee Conan has negotiated a lease with the Village Board. The lease has been signed as of November 10th for \$1.00 per year plus utility costs. The library will only pay over and above what the Village’s 3-year average utility usage has been. She noted that the Village bays are usually kept at a temperature of 45 degrees in the winter and that, while sorting books, we would need to keep the temperature warmer. The committee will be looking at how to change the space and make it usable for sorting books there during the year. We will need to get Village Board approval for any use other than for the book sale activities.

Trustee Lotkowitz asked about insurance. The library needs to insure our use of the Village Bays; the Village insures the building. We are only responsible for our equipment and activities, not for the activities of other non-profits which use the bays.

President Elia stated that we have included some work on the Village Bay space in a grant request with the Allyn Foundation. Paul Mays of Butler, Rowland, Mays, along with VIP Structures will assist with the design of the space. Vice President Graham shared an article from the Skaneateles Press on the library plans for using the bays.

Allyn Foundation letter and Soderberg grant submission: President Elia submitted several documents to the Allyn Foundation last week outlining what we are planning to do. He thanked Director Marquis for her assistance in preparing the grant request.

1. Look at alternative potential locations
2. Start showing National Theater Live performances
3. Refine the drawings for remodeling/expanding the current building
4. Work on the Village Bay space to make it usable for sorting and storing books
5. Public Relations activities

Trustee Spencer asked about the equipment needed to show National Theater Live from London. Director Marquis explained that rear-projection equipment is needed. Performances would perhaps be held at the Waterman School auditorium. Other locations that sometimes show National Theater Live include Ithaca, Manlius and Destiny mall. The needed projector would be just under \$10,000 and could also be used for the movies that we show here at the library. Our existing projector needs to be updated. We would be required to charge admission and National Theater takes half of our box office proceeds although they do not dictate what we charge.

Trustee Conan discussed the two options we are pursuing: examining potential new sites as well as possibilities for staying in the current building. She feels we need to do a fresh re-design at the current location rather than using the design that was worked on three years ago. There was discussion about Paul Mays' previous designs and the importance of incorporating what we learned about the community's needs during the Bookends process.

Trustee Huba left the meeting at 7:50 PM.

Trustee Lee commended Vice President Graham for his recognition as the Chamber of Commerce's Citizen of the Year and the celebration held last week in recognition of the work that he and fellow recipient, Charlie Major, have done to benefit the Skaneateles community.

Public Comment: There was a question about the term of the Village Bays lease. The lease is for a 3 year period. Is there money in the budget to heat the bays? President Elia answered that we did budget for this. Trustee Conan said that we have planned up to \$5,000 for operating expenses at the bays although this may need to be reexamined. It was further explained that other non-profits, such as the Dickens actors, will continue to share the space at the Village bays.

There was a question about how many Barrow paintings are in storage. Trustee Whitehouse explained that there are 300 on display in the Gallery, 73 on loan, and a total of 436. There was a question about displaying Barrow paintings in the upstairs library hall. President Elia responded that this is at the discretion of the library director, with security concerns also being a factor.

Executive Session: President Elia made a motion that the Board go into Executive Session for the purpose of discussing real estate. Trustee Spencer seconded the motion. The motion passed unanimously.

The Regular Board Meeting concluded at 8:00 PM.

The Board entered Executive Session at 8:05 PM.

Respectfully submitted,
Danette Davis, Secretary

Next Board Meeting: Tuesday December 12, 2017 at 6:30 PM