

**Skaneateles Library Association
Board of Directors' Regular Meeting
Thursday, January 25, 2018**

Present: Scott Elia, President; David Graham, Vice President; Andrew Hagen, Treasurer; Danette Davis, Secretary; 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; Regina Middleton, Barrow Gallery Director.

Absent: Mike Cirincione

President Elia called the meeting to order at 7:35 PM

Approval of the December 12, 2017 Regular Meeting Minutes: The minutes were approved.

The Board acknowledged with thanks the delicious refreshments provided by Teri Elia for tonight's meeting.

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

Library Director Report: The Director's report had been emailed previously. Director Marquis also described the new rear projection system purchased for the National Theatre Live shows at Waterman School auditorium, as well as a smaller screen for movies shown at the library. The smaller screen was debuted at the movie last Friday with favorable comments from attendees. The new system takes two people to set up.

There was discussion about the possibility of the library being able to co-sponsor a Meet and Greet with the schools for the visiting author, Daniel Wallace, who will be in town for the high school production of his show "The Big Fish".

Director Marquis updated the board about a new collection called "Books by the Stack". Patrons can check out multiple copies of a title for a book club. The titles are good for discussion groups. Treasurer Hagen suggested titles also be offered for school age book groups.

Trustee Marshall left the meeting at 7:50 PM.

There was discussion about promoting this new collection.

Trustee Huba left the meeting at 7:55 PM.

Treasurer Financial Report: The financial report will be postponed until the next meeting.

Library Strategic Initiatives:

Communications: The library column in the newspaper has been an effective way to showcase what the library has been doing. There have been monthly calls with Strategic Communications to plan public communications in the newspaper. Deanna King's appearance on TV promoting the library's voltmeters was also arranged with the assistance of Strategic Communications.

Location Search: Scott summarized the committee's criteria developed with Director Marquis, Assistant Director King and Architect Paul Mays. The committee will be meeting next week to score the sites that are being examined.

Existing Building Expansion: Architect Paul Mays met recently with Director Marquis to go over the Needs Assessment which was developed previously. He was accompanied by a second architect who provided a fresh look at possibilities. Trustee Whitehouse recommended that new Barrow Gallery Director, Regina Middleton, go through the gallery with Paul Mays when he is here next on February 8 to discuss possible ideas.

Village Bays: There was further brainstorming of ideas regarding the bays when Paul Mays was here on his recent visit.

National Theatre Live: The first show will be "Cat on a Hot Tin Roof" on Saturday March 10th at 7:00 PM at the Waterman School auditorium. Tickets are \$10 for seniors or students, and \$15 for general admission. Tickets are available now at the library or online. The live performance in the United Kingdom will take place on February 22.

Proposed New Policies discussion: Two new policies had been presented previously by Director Marquis for the board to review.

Privacy and Confidentiality: Director Marquis explained that this policy outlines how the library handles personal patron information.

Trustee Conan made a motion to approve the Privacy and Confidentiality policy as submitted for consideration on January 25, 2018. The motion was seconded by Trustee O'Connell. The motion passed unanimously.

Collection Management: Director Marquis explained that this policy describes how the library decides what to select for its collections. She also presented three supporting documents recommended by the American Library Association which affirm that the library serves all members of its community and provides access to all. These documents are:

- *Library Bill of Rights
- *Freedom to Read
- *Freedom to View

Trustee Conan made a motion that the Library affirm the principles outlined in the three American Library Association documents mentioned above. The motion was seconded by Trustee Whitehouse. The motion passed unanimously.

Trustee Conan made a motion to approve the Collection Management policy, based on the library principles affirmed above, as submitted for consideration on January 25, 2018. The motion was seconded by Trustee O'Connell. The motion passed unanimously.

President Elia asked that the record show that the Board of Trustees has delegated the right to determine the library's collection to the Library Director.

Election Discussion: There was discussion about revising and streamlining the election process for new trustees. There was consensus that the nominating process this year which involved members of the community who assisted in identifying and reaching out to potential candidates, was a positive one. There was also discussion as to whether the organizational process should be aligned with the new fiscal year.

Volunteers are needed to staff the voting table in the library on Tuesday February 6, 2018. An email will be sent by Director Marquis.

Public Comment: There was a question about the meeting with architect Paul Mays regarding ongoing plans for the future of the library. Paul Mays will only be meeting with the committee, not the entire board.

There was praise for the operation of the Board over the past year and what has been accomplished for the library.

The meeting was adjourned at 8:48 PM.

Trustee Election: February 6, 2018 from 9:00 AM – 8:00 PM at the library

Next Board Meeting: March 13, 2018

Respectfully submitted,
Danette Davis, Secretary