

**Skaneateles Library Association  
Board of Trustees Meeting  
February 12, 2019**

**Present:**

President Dave Hempson, Vice President Susanne Guske, Treasurer Andrew Hagen, Trustees Paula Conan, Scott Elia, Dave Lee, Karen Morrissey Bedard, Manny Arroyo, and Amy Rolleri as well as Library Director Nickie Marquis and Assistant Library Director Deanna King. Trustee Danette Davis arrived later.

**Absent:**

Secretary Bob Lotkowitz, Todd Marshall, Amanda Latreille, Laurie Spencer, Larry Palmieri

**General:**

The meeting was called to order at 6:39 p.m.

There being no objections or corrections, both the January 31, 2019 Regular Meeting Minutes and Annual Meeting Minutes were approved.

**Treasurer's Report:** Due to the weather, the scheduled session for the Library's independent accountant's review was postponed to the next meeting, but hardcopies were distributed to supplement the prior electronic version. Treasurers Hagen & Guske shared a one-page overview of the fiscal year's highlights. Monthly Report re performance to budget and current Balance Sheets through 01/31/2019 were discussed. A meeting with NBT bank to review investments has been scheduled by the Finance committee.

**Director's Report:** The director provided an overview of January and year to date activities and statistics. Numerous new programs are underway. The status of the library's new subscription to Morningstar Investment Research was noted. Both interest in and available access to this new service are being monitored.

**Updated Committees and members:**

President Hempson passed out a listing which includes existing and new committees (Long Range Planning, Personnel) and the need for a Fundraising Committee. Corrections were noted as follows: 1) Mary Giroux as coordinator of the book sale; trustee Conan, as chair, continues on the Book Sale Committee; 2) Barrow Board Executive Committee naming; and 3) Amanda Latreille added to Long Range Planning. Trustee Conan asked others to consider participation in the Book Sale Committee since her term will be expiring. She also provided a list of Barrow Gallery Committees. Trustees were asked to both confirm committee participation, as listed, and express interest and other input to the President.

**Long Range Planning Committee**

The board's most recent in-depth work concerning strategic planning was in the early 2010's, covered the 2012-15 timeframe, involving multiple consultants, extensive meetings, and is in need of updating. The desire for a less extensive process and more compact, easily digestible outputs was noted. This will be an area of focus for 2019.

**Communications Committee** : Trustees Bedard & Guske reported on a 2/11 Committee mtg. in which an extensive list of materials about the library, its service area, and it's challenges in the current facilities was reviewed. More details on the "work-in-progress" Communications Plan and clearer protocols for the board re communications were shared as well as content on the library's website. The need to be able to succinctly articulate why it is the board's responsibility to research other alternatives to renovating on site, due to cost, time, impact and complexity was noted. A special board session to review available materials & research and insure uniform understanding was recommended. Planning and scheduling to commence.

**Public Comment:** None

After a short break, it was moved to go into executive session for purposes of discussing real estate at 7:20 p.m.

The executive session ended at approximately 9:10 p.m. and the meeting was adjourned.

**Next Meeting: Tuesday, March, 2019 at 6:30 p.m.**

Submitted by,  
Susanne Guske