

ROSWELL P. FLOWER MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING
Tuesday, August 9th, 2022

Present: Ms. Mesires Mrs. Evans
 Mr. Caughlin Ms. Calarco
 Mr. DiFabion Mrs. Renzi-Falge
 Mrs. Seymour Mr. Atkinson
 Ms. Dittrich Mrs. Holberg
 Mrs. Joanne Lavarney, Friends

Excused: Mrs. Weldon
 Mrs. Weir

Guest: Mr. Matt Corey, NCLS

CALL TO ORDER: Meeting was called to order at 4:00pm by Ms. Mesires.

INTRODUCTION OF GUESTS: Matt Corey from NCLS was in attendance at the board meeting to discuss Jefferson County funding. Mr. Corey and Ms. Roes attended a meeting with a committee within the Jefferson County Board of Legislators that is reviewing non-profits and their funding from the county, and during this meeting it was discussed that funding to libraries may be stopped in the next couple of years. Mr. Corey wanted to inform the board that alternative funding sources may be required in the near future, so it may be a necessary topic of conversation. The question was raised whether this was mandated funding source to libraries, and the answer is no. Ms. Calarco, who is not only a library board member, but is also a county legislator, wanted to reiterate that this information is going to come to a vote, and on this panel of members, it's only one person out of fifteen, and feels that educating the group legislators about the purpose of libraries, and that it is a social service, is very necessary. Ms. Calarco stated that she hopes to influence them otherwise, and she thinks and hopes that there are other members within the county legislators that feel differently about libraries. Further discussion to happen. The funding decision will not be made for a couple of years.

APPROVAL OF MINUTES: Ms. Mesires asked if everyone had the opportunity to review the meeting minutes from the July 12th, 2022 meeting and if they had any questions. Mr. DiFabion moved to approve the minutes. Mrs. Evans seconded the motion. Motion carried.

APPROVAL OF CONSOLIDATED EXPENSES: Ms. Dittrich stated that there was nothing out of the ordinary in regards to the consolidated expenses. No additional questions were asked by the board. Mr. Caughlin moved to approve the consolidated expense report as presented. Mrs. Holberg seconded the motion. Motion carried.

PRESIDENT'S REPORT: Ms. Mesires reported that the board retreat needs to be rescheduled, perhaps at the library. It appears that September 22nd, 2022 at 5:00pm in the South Reading Room worked best for all.

TREASURER'S REPORT: Ms. Dittrich reported that it's the first month of the new budget and the fiscal year. It's currently reflecting 2% income rather than the 8% that it should be. It's also exceeded that amount for expenses, so it looks like we're over extended, but it's early yet. Nothing exciting otherwise. The bank accounts currently reflect almost \$142,000.00. Mr. Atkinson moved to approve the Treasurers Report as presented. Ms. Calarco seconded the motion. Motion carried.

DIRECTOR'S REPORT:

Building & Grounds:

- New façade lighting has been installed on the front of the library
- Windows are now slated to be ready to be installed by mid-August
- The quote has been accepted to begin work on the intercom system

Continuing Education:

- Mrs. Renzi-Falge has started taking ALA's Public Library Director's course online to hone in on her library management skills.

Civil Service Update:

- Flower Library's new Librarian II is Brittani LaJuett, congratulations Brittani!

Programming Highlights:

- Program Review submitted by Amanda Tehonica, Librarian III (Adult Services): On July 20th, the Library offered a "Fired Ink Art" program for ages 18+. Each participant received an inexpensive square frame purchased through the Dollar Tree for their project. The 13 participants in attendance were split into 3 groups and took turns completing the first step of the program outdoors with Amanda supervising. A variety of alcohol ink colors were available to choose from to decorate their frame glass. After adding drops or swirls to their glass, rubbing alcohol was gently poured to help mix their inks to cover the surface by tilting their glass in multiple directions. The glass piece was then set on a heat safe surface and set on fire by Amanda to burn off the rubbing alcohol to set their design. Once all three groups had completed this step, each participant shared a quote to be printed on cardstock and cut to fit inside their frame.

Miscellaneous:

- Scott Weller with the Parks & Rec department had the little library that was destroyed restored. His team built a brand new one for the library on North Hamilton St.
- Mrs. Renzi-Falge recently spoke with AJ Hungerford about having a small historical display at the library about his family who was prominent to the community. This is slated for Spring/Summer 2023. The Historical Society will be hosting a bigger showing of this event sometime next year.
- Brittani Lajuett is almost done re-doing the Teen Space.
- The library has a summer librarian intern, Rebecca McCranie, who will be offering programs and job shadowing librarians until the middle of August. Rebecca was once a clerk here at the library!
- Mrs. Renzi-Falge was interviewed for a local podcast called "The Cousins Weird" where they talked to her about various paranormal occurrences that have happened in the library over the years.
- Brittani Lajuett and Mrs. Renzi-Falge had fun with a paranormal investigation team as they searched the library for "ghosts".

In addition:

- The position for the Librarian I, in the children's room, is in the process of being hired.

COMMITTEE REPORTS:

- **Building & Grounds:** Other than the front of the library looking great, No report.
- **Finance & Investment Committee:** Discussion regarding relocating Schobel accounts from Keybank to Carthage Savings (or other potential location). Ms. Calarco moved to take the recommendation of the finance committee. Mr. Atkinson seconded the motion. Motion carried.
- **Friends Committee and Liaison report:** Ms. Lavarney attended the board meeting and wanted to discuss an email exchange between Maryann Boxberger and Mrs. Renzi-Falge. Due to short staffing, the library is unable to assist the Friends book sale with the recycling of books, etc. Mrs. Boxberger stopped all donations temporarily until the recycling questions were answered. Book donations to resume on August 15th. Mrs. Boxberger will not return to run the book sale in 2023, but will finish this year. Mrs. Lavarney suggested a separate committee to recycle the unused books, or was open to suggestions as well. The Friends are also preparing for their September 29th poetry reading event with Natalli Amato. She stated that the ticket prices have changed and that they will be \$15.00 for members, and \$20.00 for non-members. Also, they are continuing to plan an author talk in memory of Maxine Quigg, and have been looking for Canadian Authors.
- **Policy Committee:** No report.
- **Marketing Committee:** The marketing committee met and they discussed several ideas. They will be exploring the idea of Running Boards. Mrs. Renzi-Falge contacted them, and they will charge \$250.00 for a slide on the trucks for a one-month trial. September brings "National Library Card Sign Up Month", so they hope to do a promotion for that. Also there are hopes to create a plan for updating and improving technology in the library. Currently, the library has a little over 10,000 patrons in the building again.

OLD BUSINESS:

ATTAIN Lab: Mrs. Renzi-Falge and Ms. Mesires met with theUCAWD coordinator. They claim that numbers are low due to COVID, but would appreciate the opportunity to build it back up again. Most locations are closing due to this. Ms. Mesires and Mrs. Renzi-Falge are planning to have a meeting with both theUCAWD coordinator and Lionel to discuss the plan going forward. Mr. DiFabion suggested solidifying a time frame and what they think is successful (numbers) for theATTAIN Lab to remain open so that bothUCAWD and the board are on the same page.

NEW BUSINESS:

REPORT TO THE COMMUNITY: Mrs. Renzi-Falge presented the rough draft of the new report to the community to the board to request any edits or changes that they might like to suggest. Mrs. Evans added some small edits. The board suggested adding some information regarding the Friends, and their memberships.

In addition to the report to the community, the board discussed hoping to help the Friends group find more members who may want to be more involved in the things that they do to help the library (i.e. a bi-annual newsletter, invitations to events, etc.).

There was also discussion regarding the lawsuit, and how the decision was made, and if or how that should be announced to the community (the report to the community, a press release, etc). Further discussion to take place.

TASK REVIEW:

- Finalize the report to the community.
- Board retreat plans.

MOTION TO ADJOURN: Mr. DiFabion motioned for the meeting to be adjourned. Ms. Dittrich seconded the motion.

Meeting adjourned at 5:36pm.

The next meeting of the Board of Trustees will be held on September 13th, 2022 at 4:00pm in the South Reading Room at the Flower Memorial Library.

Andrea Carr, Recording Secretary