

Minutes for Southworth Library Board Meeting March 27, 2023 meeting

The Minutes for the Board meeting for the Southworth Library March 27, 2023

Present:

- Michael Lane, President
- Mary Ellen Rumsey
- Bambi Avery
- Randall Stewart, Vice President
- Paul Streeter
- Clint Brooks
- Diane Pamel – Library Director
- Allison Payne- Library Asst and Bookkeeper

Not Present:

- Les Cleland, Treasurer

Meeting called to order at 6:00 p.m.

Privilege of the floor for the public- no attendees

Election of New Trustee

Bambi Avery nominates Paul Streeter as a trustee for the library board. Randall Stewart seconds and all vote in favor. All welcome him to the Board. The annual Trustee Training of two hours and the required sexual harassment training reminder to all Trustee to complete. The Library Director will get information to the board about online and in-person training availability.

Treasurer Report and Finance Committee

- Discussion of new contract required with investment company as Vining Sparks transfers to Stifel, Nicolaus + Co. Clinton Brooks informs the board that the paperwork is complete and requests signatures
- YTD budget reports, Profit and Loss, Balance Sheets are submitted. Randall Stewart moves to approve the financial reports. Clint Brooks seconds the motion and all vote in favor with Paul Streeter abstaining from the vote.
- Jay Engels will be contacted to do a 6 month review of the finances.
- The report from the 8 Library Street property is submitted. Randall Stewart moves to approve, Bambi Avery seconds and all approve the report.
- Clint Brooks notes that several CDs will mature in April. Randall Stewart recommends investing in short term CDs with Chemung Trust or other lenders to diversify our investments and increase FDIC insured value (limited to \$250,000 per lender)
- Randall Stewart also notes that the audit has not yet started. He has called Deb Hayden at the accounting firm (Port, Kashdin and McSherry) without success.
- Jay Engels will complete the 990 for the library for 2022.

Minutes

Randall Stewart moves to approve the minutes from January 30, 2023. Bambi Avery seconds and all vote in favor.

Allison Payne is excused.

Michael Lane will work on the Legislative Bullet Aid request

Building and Grounds Report

- The Building and Code inspection in February resulted in several areas in need of attention for compliance. Several of the emergency lights need new bulbs, and storage in the mechanical room and trash room downstairs need to be cleared of obstructions and extra materials and supplies.

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Michael Lane suggests renting storage unit for a temporary solution. Reorganization of several areas will also proceed.

- Randall Stewart reports on the initial discussion with CNS Engineering about using geothermal or air source heat pumps to replace the current systems and will set up a meeting with them for further discussion.
- Landscaping and mowing services are discussed. Several items will need attention including mulching of the beds, removal of the trees between the library and 8 Library Street with a short bush replacement, and general landscaping work. Several firms are mentioned including Country Lawn and Landscape and Valley View Gardens. Mary Ellen Rumsey will contact them for estimates.

Trustee Emeritus Resolution

Michael Lane submits a resolution to establish the position of Trustee Emeritus. This would allow valuable members of the Board to continue to come to Board meetings and share their knowledge and institutional memory, keep receiving statements and remain a valuable member of the Library without the commitment of bi-monthly Board meetings and other tasks. They would be non-voting members. The resolution indicates a one year term for Emeritus. These individuals would be voted in by the voting members of the Board of Trustees. Randall Stewart suggest that the terms be changed to extend to a lifetime position rather than an annual position. Clinton Brooks moves to pass the resolution with that changes, Randall Stewart seconds and all vote to create the position of Trustee Emeritus as indicated in the amended resolution attached at the end of these minutes

Other Business

Michael Lane advises the Board that Agnes Accristo left the library a \$100 donation in her will.

The Donor appreciation event to recognize donors to the library in the last two years is discussed and approved for Wednesday, May 31 at 7 pm. Light refreshments will be served. Invitations will be mailed to donors. The evening will include a short welcome from Michael Lane, board President, an update from Diane Pamel, Library Director, and tours, information and activities. All Board members are requested to attend.

The next board meeting is scheduled for May 23 at 6 pm at the library.

MaryEllen Rumsey moves to adjourn the meeting at 8:25 pm. Bambi Avery seconds and all vote in favor.

The Meeting is adjourned

RESOLUTION CREATING TRUSTEE EMERITUS POSITION

WHEREAS, over many years, The Southworth Library Association has had the benefit of the service of excellent trustees who have dedicated their time and talents to the library and the whole community; and

WHEREAS, when trustees choose to retire, they may still have much to offer if they could step back from the position of trustee, but still continue as senior advisors to the Board of Trustees; and

WHEREAS, from time to time, and due to such factors as effective leadership, institutional memory, length of service or other distinctive contributions, the Board of Trustees may wish to designate a particular retiring trustee as a “Trustee Emeritus” who could continue to meet with the Board, and participate as a non-voting member;

NOW THEREFORE, be it

RESOLVED, that by an affirmative vote of the Board of Trustees, a retiring trustee may be designated as a Trustee Emeritus. It is not contemplated that every retirement would result in such a designation, but rather it would be reserved only for individuals likely to render special or continuing service to the Board of Trustees; and further

RESOLVED, that the Trustee Emeritus is an honorary, non-voting position, and a Trustee Emeritus would be invited to participate in executive sessions of the Board of Trustees.

Resolution approved by a unanimous vote on March 27, 2023