The Minutes for the Board meeting for the Southworth Library August 5, 2024

Present:

* Michael Lane, President
* Bambi Avery, Secretary
* Randall Stewart, Vice President
* Clint Brooks
* Charles Dardia
* Brenda Carpenter
* Diane Pamel – Library Director
* Allison Payne-Senior Librarian

Excused

* Paul Streeter, Treasurer

Meeting called to order at 6: 04 p.m.

Privilege of the floor for the public- no attendees

**Minutes**

Randy Stewart moves to approve the minutes for May 30, 2024; Bambi Avery seconds and all vote in favor.

**Treasurer Report and Finance Committee**

The following financial reports for January -July 2024 are submitted and reviewed.

* Balance Sheet
* Profit & Loss
* Operating income
* Budget report with income and expenses
* Grants Report up to June 30

The finance committee met with Nelson Mead from Cornell-Pochily to review the investment portfolio and strategies.

**The Director Report**

* Report is submitted for Board review. Director Pamel notes a 12% increase in Library use as compared to last year to date.
* Tompkins County has denied the OTR request from the Rural Libraries to reinstate the proposed 5% cut to funding for 2025. The Rural Libraries will present to the full Legislative Board on Thursday, September 26 at 4:30 pm to request the OTR again.
* Healing Hearts Collaborative has proposed an agreement for the library to be a NARCAN dispersal site. The Board has agreed to review their proposal for the partnership and, if approved, determine an appropriate location for the box
* Karen Zimmer and Cliff Martin would like to purchase tree(s) for the area between the library and the 8 Library Street property as a donation.

No questions or modifications needed.

**8 Library Street**

The bi-monthly 8 Library Street report is submitted and reviewed. There are no questions. Randall Stewart, Charles Dardia and Michael Lane will schedule a walk through the property this fall.

**Operations Committee**

The Operations Committee met with the Library Director on July 30 at 4 pm and reviewed all library policies. Several were noted for approval and updating. Clint Brooks moves to approve the Library Policies as noted, Bambi Avery seconds and all vote in favor. Approval dates will be added to the policies and they will be uploaded to the website.

The by-laws are reviewed with the change made to the title from ‘Laws and Regulations’ to ‘The Southworth Library Association By-Laws’. Charles Dardia moves to approve the by-laws as stated, Clinton Brooks seconds and all vote in favor.

**Building and Grounds**

* New York State Construction grant paperwork, as prepared by Charles Dardia, is reviewed and submitted for various signatures and approval. Clint Brooks moves to establish the Southworth Library Association as the Lead Agency for the applications, Randall Stewart seconds and all vote in favor. Randall Stewart moves to authorize the Southworth Library Association to apply for New York State Construction Funds for grant funding for the replacement of the Boiler for the Lincoln Center Addition and authorizes Michal Lane to sign necessary forms. Clinton Brooks seconds and all approve.
* Randall Stewart moves to contract with Limbwalker to trim the Arborvitae on the East side of the building with work to ensue later this year or in the spring. Clinton Brooks seconds and all vote in favor.
* Charles Dardia agrees to contact paving companies for the Library parking lot resealing and painting for 2025.
* Charles Dardia will pursue the security and fire alarm system. No action to be taken at this time.

**Fundraising**

Randall Stewart notes several donations to the Southworth Library in the last several months from Richard Winters, Aiden Payne, the Sutton family and Harriet Patch. Randall Stewart proposes a reception to honor MaryEllen Rumsey for her many years as a library trustee and to rename the original reading room as the MaryEllen Rumsey Conference Room.

Clinton Brooks moves for the Board to go into an Executive Session. The Library Director and Senior Librarian are excused.

Next meeting is scheduled for October 2 at 6:30 pm