

**Tully Free Library
Board of Trustees Meeting
February 24, 2015**

The meeting was called to order by President Betsy Shahan at 6:04pm

Those attending: Betsy Shahan, Amanda Schiavulli, Judy Shafer (via Skype), Pete Cardamone, Heather Estey, Melanie Kalman, Casey Koons, and Kathy Homestead.

Agenda was acknowledged and approved.

Minutes from the January meeting were reviewed and unanimously.

Treasurer's Report

- Approval of Proposed 2016 budget. Pete motioned, Heather seconded, all approved.
- Melanie made motion to approve exceeding the tax cap in this budget proposal, Heather seconded. Motion passed.
- Report from Finance Committee meeting Feb. 19, discussing 2016 tax levy. More information is needed from Ellen.

Director's Report

- Board liability insurance should be in effect by the end of the week.
- Update on Padget Family grant: Tech Star Program: Includes a partnership with OCPL with Lynda.com to facilitate courses to enhance software skills. There were concerns on tracking statistics. **Casey** will double check with OCPL on how statistics will be tracked. **Pete, Betsy** and **Kathy** will meet to discuss a marketing plan on Wednesday, March 4th at 5pm. **Amanda** will send marketing templates to the group prior to the meeting.
- Report on Chili Cookoff – Casey, Betsy and Amanda represented TFL. Casey made a tasty All-Access Chili. TFL did not win but the event was well attended and library services were heavily promoted.
- Casey discussed the plan to add additional programming to the Early Literacy Tikes Time program at TFL. The proposal for this additional programming was initiated by mothers in the program Tikes Time. Casey is working with a participant mother who will facilitate the program. She has completed a volunteer form. Questions were asked why this was considered a library sponsored program, and Casey indicated anyone facilitating the program would need a volunteer form on file due to our own Volunteer Policy.
- Science Fair will take place on Saturday, March 7. More than 20 students have signed up. Casey is working on recruiting judges.
- Melanie motioned, Kathy seconded. All approved Director's report.

Old Business

- HR Committee meeting is rescheduled for Tuesday, March 10 at 5pm with the goal of creating a compensation schedule for staff. **Casey** will get reports needing by the committee to use in its discussions.
- Advocacy Day coming up on February 25th. Betsy and Casey will be attending along with some youth library volunteers. Amanda will attend with the FLLS and try to break away from her meetings to attend the TFL meeting with schedules with our Assemblyman Stirpe.
- Action items from January meeting:
 - Collecting sales tax for book sale items; an official book sale will occur biannually. Discarded books are labeled "free."
 - Flushing fees; tabled for next meeting.
 - Circulation of consortium eBooks: Casey reported over 6,000 eBooks were circulated by TFL patrons in 2014. Casey was encouraged to continue the purchase of electronic materials and to add eBook statistics to the monthly report.

New Business

- Take your legislator to lunch March 16: Betsy organized trustee assignments for this event and distributed a sign-up sheet. Approximately 10 people will be in attendance.
- School Board meeting is on March 16. Betsy and Casey will be in attendance to present the 2016 library budget proposal.
- Committee reports—Events, Building & Grounds
 - **Book Club:** Melanie reported they had 5 people for Sunday's 2/8/15 book club and read *The Other Typist*. A list of email addresses of those interested in continuing was collected. On Heather's recommendation the group agreed to read next: *We Are All Completely Beside Ourselves* by Karen Joy Fowler. The next book club will be Sunday, March 8, 2015 at 4p. **Heather** will be facilitating.
 - **Kathy:** Saturday, March 28th Irish Film Series
 - **Heather** is talking to Cornell Cooperative Extension about a gardening program in May. In talks with local art teacher about children's art program in the summer.
 - **Citizen Science Project:** Pete will be facilitating this intergenerational program in June. **Pete** will email Heather the flyer.

Next Board meeting: March 21, 2015 at 9AM

Amanda will not be in attendance in March and Heather will be submitting the March meeting minutes.

Motion to adjourn: Heather, Seconded by Melanie. Meeting ended at 7:38pm.

Respectfully submitted:

Amanda Schiavulli, Secretary