

**Tully Free Library
Board of Trustees Meeting Minutes
Saturday, August 21, 2021**

The meeting was called to order at 9:09 am by President Peter Cardamone.

Present: Peter Cardamone, Annabeth Hayes Annette Bizub, Wendy Hutton, Ann Sedore, Natalie Brabant, Dorothea Duell, Cat Gerson

A motion to accept the agenda was unanimously approved (Ann motioned, Dorothea seconded).
Pete asked board members to send bio changes or updates to him.

Dorothea advised that she will be leaving the board at the end of the year.

A motion to accept the July 2021 minutes was unanimously approved (Trice motioned, Natalie seconded).

Treasurer's Report

Financial records were reviewed and Annette reported that all are as expected at this time. It was noted that the fines and fees line includes copy charges.

The NBT account currently stands at \$156,057.

Vanguard account stands at \$82,338. It was noted that this is an extremely safe account but yields low interest.

The CNY Community Foundation account was \$137,651 at the end of 2020 and now stands at \$156,584. This and the Vanguard account could be used for construction.

A motion to accept the Treasurer's Report was unanimously approved (Trice motioned, Dorothea seconded).

A review of the list of bills indicated that the \$1200 credit card charges are spread over several accounts and include book purchases.

A motion to accept the list of bills was unanimously approved (Ann motioned, Cat seconded).

Director's Report

Annabeth reported that patrons are accepting the mask requirement without complaint.

The porch and window repairs have been completed and look great.

She is working on the construction grant and noted that TFL would pay 25% of the const, the remainder to be paid by the state.

Community Days are September 11 and TFL will have a table out front with information about library card sign-ups and prospective board member information.

Wendy, Cat and Ann requested board member ID pins.

The book buggy has been repaired by Haqll Brown but is not easily moved. A more mobile one may be something to consider in the future.

Teen technology is in need of upgrading and it was agreed that TFL should share the cost with the YAC (TFL buys hardware, YAC buys software/games).

Annabeth will order a Nintendo Switch and four additional controllers.

Full STEAM Ahead will be held after school; details are still being worked out.

OCPL Christian Zabriskie will be visiting TFL on Friday, August 27. Board members are encouraged to stop by to meet him.

Annabeth will be hiring a new person to replace Moira.

All library programs are going well.

Annabeth discussed the OCPL MOU which describes services and financial obligations of all member libraries. TFL's contribution would be a bit less in 2023 in line with the overall 2% increase charged each year.

A motion to accept the OCPL MOU as outlined was unanimously approved (Ann motioned,

Annette seconded).

A motion to accept the cost of book buggy repairs was unanimously approved (Dorothea motioned, Natalie seconded).

A motion to accept the Director's Report was unanimously approved (Trice motioned, Annette seconded).

Old Business

Annabeth is completing work on the NYS construction grant application due September 1. Architect proposals, estimates for tree removal and striping, proof of available funds, and certificate of occupancy are complete. She will ask OCPL if an electronic sign and information box can be included part of TFL's public image promotion.

The purchase price has not yet been established so cannot be included in this year's grant.

New Business

A motion to approve moving forward with the NYS Construction Grant Application was unanimously approved (Dorothea motioned, Annette seconded).

A motion to approve Board President Peter Cardamone signing the NYS Construction Grant Assurances was unanimously approved (Annette motioned, Trice seconded).

A motion to accept the Ashley McGraw survey and planning concept study fee (Phase 1, \$28,430 total of which TFL would owe \$7,108) was unanimously approved (Wendy motioned, Ann seconded).

A motion to approve spending \$1,500 for a public promotion feature including an electronic sign and information box (Action Sign quote \$6,000 of which TFL would pay \$1,500) was unanimously approved (Dorothea motioned, Trice seconded).

The next board meeting is scheduled for Tuesday, September 21, at 5:30 pm.

A motion to adjourn was unanimously approved at 10:52 am (Trice motioned Natalie seconded).

Action Items

Board members should forward bio changes to Pete.

Annabeth will arrange for board member buttons for Cat, Wendy and Ann.

Annabeth will ask about including electronic sign and info box in construction grant proposal.

Respectfully submitted,

Trice Quinlan, Secretary