

## Seneca Falls Library Board Meeting Minutes

October 21, 2019 – 5:30 PM

Present: Marty Toombs, Susan Sinicropi, Laurie Lorenzetti, Vince Sinicropi, Dan Emmo, Maggie Carson, Mari Sandroni, Marie Leo, Marcy Neumire, Derek Dyson and Patricia Novak.

Absent: Bob Kernan and Deb Jones

Staff: Lori Stoudt

Regular Meeting:

I.) No public present

II.) Hoopla for 2020 – FLLS is dropping the Hoopla digital service on December 31, 2019. SFL must decide if we are to continue the service on our own. The service is expensive for libraries. The amount charged varies according to what resource patrons borrow. Based on past usage, \$2500 - \$3000 should be budgeted in 2020. 2 year contract. There may be a problem with people outside of Seneca Falls signing up for a SFL card but only using digital services.

FLLS will probably ask for a donation toward Overdrive.

Should Hoopla be included in 2020 library budget? Consensus to budget and review after 1 year

III.) Sexual Harassment Training – Five Board members still need to turn in their completion certificates.

IV.) Reports to the Board:

A. President's Report

- 1.) FLLS Annual Meeting – An attorney spoke. She is the counsel behind the 'Ask A Lawyer' service.
  - i. Marty said that based on what was learned at the annual meeting sessions, he would like the Policy and Ethics committee to review the Fine and Loan Policies.
  - ii. Likewise, the library's insurance should be reviewed to ensure that it is up-to-date. Do we have adequate coverage for a major fire? Tara Montoney uses her personal vehicle for the BookMobile. Do we have adequate coverage there?
- 2.) The Ying Quartet concert will be held on Saturday, November 2<sup>nd</sup> beginning at 5 PM. Board members are encouraged to attend.
- 3.) The Cookie Walk & Holiday Bazaar will be on December 7<sup>th</sup> from 5– 8 PM. Board members are encouraged to donate cookies and to volunteer.

- 4.) County Board Meeting – Marty attended. Seneca Shares asked for \$100,000 to be split between the five libraries. FLLS requested \$10,000.
- 5.) Census – Additional computers may be set up in the library in February and March to be used specifically for the census. Locals may need help completing the census questionnaire.
- 6.) Jenny Burnett is to return on December 9<sup>th</sup> from her maternity leave.

B) Treasurer's Report – See Treasurer's Report

C) Director's Report – no report

V.) Committee Reports:

A.) Building and Grounds

i. See Building & Grounds Report

ii. The wooden doors into the library main area are sticking and the button is not working. The rod may need to be replaced.

iii. The public bathroom continues to plug. A sign requesting to please not flush sanitary products will be posted.

B) Policy and Ethics - no report

C) Strategic Planning / Finance – no report

D) Audit – No report

E) Personnel – no report

i. Will staff receive raises next year? A meeting will be scheduled soon to discuss. The 2020 budget is expected to be completed and approved in November.

F) Fundraising – no report

VI.) Motion to approve reports to the board. Laurie moved. Sue seconded. All in favor. Motion passed.

VII.) Motion to approve minutes of September board meeting. Mari moved. Marie seconded. All in favor. Motion passed.

Next meeting: Monday, November 18, 2019 @ 5:30 PM