

Seymour Library Board of Trustees

Date: 21 December 2022

Call to Order

The meeting of the Seymour Library Board of Trustees was called to order at 6:40 pm on 21 December 2022 by Board President B. LoBracco.

Attendance

Present: Marilyn Brown, Libby Caruso, Bruce Leslie (via Zoom), Bernie LoBracco, Scott Maar, Donald Pophal, Scott Rochette, Kristen Sharpe, and Interim Library Director Peter Genovese

Absent: none

Guests: Annie Crane (Village liaison)

Public Comments

None.

Adoption of Agenda

S. Rochette made a motion (with M. Brown seconding) to adopt the agenda of the 21 December 2022 meeting. The motion passed unanimously.

Approval of Minutes

D. Pophal made a motion (with S. Rochette seconding) to accept the minutes of the 16 November 2022 meeting. The motion passed unanimously.

Correspondence

None.

President's Report

- Board President B. LoBracco informed the Board that Clarkson Trustee Pat Galinski has resigned. The Board thanks Dr. Galinski for her years of dedicated service.
- Two candidates for the position of Library Director were interviewed by the Board on 19 December 2022.
- Board President B. LoBracco submitted the paperwork for Healthy New York coverage of the full-time librarians. The program is waiting for more information regarding librarian salaries. We will need to contact Lifetime Benefit Resources for HRA cards. The Board is willing to pay the \$600 deductible. The paperwork needs to be completed by 1 January 2023.

President's Report (continued)

- A. Crane provided an update regarding the Village solar project. The Library 'received' \$9,414.68 in solar credits through November, but they have yet to be issued. The 2022 total credits should be about \$10,000, which will be issued in 2023. National Grid has been slow to issue credits. It was also noted that electric rates were lower in 2022, but will likely increase in 2023.
- Young Adult librarian Patrick Pittman worked with SUNY Brockport to establish an off-campus federal work-study agreement that would allow a SUNY Brockport student to work in the library. The student would be paid through her/his financial aid. The Library will seek applications in January, and any applicants would need to be interviewed.
- Brenda Rooks (Yaeger Triviso) sent the Board a contract for 2023 financial services. There was a small increase in the fee, but still in line with past charges.
- S. Maar made a motion (with D. Pophal seconding) to approve the 2023 contract hiring Yaeger Triviso to provide financial services. The motion passed unanimously.

Interim Director's Report

Interim Director P. Genovese presented his report; highlights are noted here:

- The November 2022 circulation statistics are average. The story times were somewhat sparsely attended, but it is similar to other libraries. The Library will look into adjusting times in 2023.
- The ROCDogs therapy dog visits have been successful. One was a very sweet 170-lb mastiff.
- Holiday activities were well-received.
- Youth programs have seen somewhat diminished participation, which might be a result of the local high-school musical.
- With regard to adult programming, the digital literacy and Thanksgiving Day trivia programs were very well-received, so the Library is looking to expand the number of programs.
- Building maintenance by Coverall has improved. Deep cleaning will be needed in some locations, which will be outside of the normal contractual obligation.
- Roger Evans (town of Sweden) has been quite helpful in addressing lighting issues in the Local History Room.
- Liz Kurz, a substitute librarian, is leaving. A search to fill the position will begin in early January.
- The Greece Library hired an internal candidate to fill the Library Director position, and the Gates Library is searching for a Children's Librarian.

Old Business

Standing Committee Updates

Friends

The Friends held a brunch for staff and volunteers on 14 December 2022.

Foundation

- The Foundation met earlier this month. They are energetic about the establishment of a Maker Space.
- The Foundation will host a gala in Spring 2023.
- The Donor Wall has been painted.

Municipal Liaisons

- Brockport: no report.
- Sweden: no report.
- Clarkson: no report.

Facilities and Operations

- Committee Chair D. Pophal is making a request for interior painting quotes, with specific details. Early estimates are between \$40,000 and \$60,000, meaning the job will need to be sent out for bidding. The Committee is hoping for a Spring 2023 completion.
- The Committee is recommending that the carpeting be replaced. However, due to the cost (estimated to be \$125,000) and magnitude of the job, it is unlikely to happen in 2023. This project might be a consideration for the Foundation.

Financial

- December bill signers: S. Maar and D. Pophal
- January bill signers: S. Maar and D. Pophal
- Would like to investigate RG&E and National Grid bill trends.
- The original 2023 budget developed in August seems to work at this time. Does the Board wish to tap into reserves to cover deficit? The projected surplus at this time is approximately \$170,000, as a result of grant funding, a reduction in salaries due to separations, and a bequest.

Approval of Bills and Treasurer's Report

After review, and with a motion from S. Rochette, seconded by K. Sharpe, the Treasurer's Report and payment of bills were unanimously approved.

Long-Range Planning

No report.

Marketing

No report.

Nominating

- The 2023 Slate of Officers was voted on during the meeting:
 - President: B. LoBracco
 - Vice-President: K. Sharpe
 - Secretary: L. Caruso

- L. Caruso made a motion (with D. Pophal seconding) to accept the slate of candidates. The motion passed unanimously. Congratulations to the officers and thank you for your service!

Personnel

No report.

Policies

No report.

Executive Session

At 7:33 pm, B. LoBracco made a motion (with L. Caruso seconding) to go into executive session to discuss the candidates for Library Director.

At 8:45 pm, S. Rochette made a motion (with K. Sharpe seconding) to come out of executive session.

Other Business

- D. Pophal made a motion (with M. Brown seconding) to extend an offer to Patrick Pittman for the position of Library Director at an annual salary of \$65,000. The motion passed unanimously.
- The December 2022 Board meeting was the last for Clarkson Trustee S. Rochette, after serving two consecutive five-year terms, including the past six years as Board Secretary. He wishes to express his gratitude for having such esteemed colleagues, both past and current, and wishes the Board continued success.

Adjournment

At 8:56 pm, S. Rochette made a motion (with M. Brown seconding) to adjourn. The motion passed unanimously.

Next Board meeting: 18 January 2023, 6:30 pm

Minutes respectfully submitted by S. M. Rochette.