

## Seymour Library Board of Trustees

Date: 16 November 2022

### Call to Order

The meeting of the Seymour Library Board of Trustees was called to order at 6:34 pm on 16 November 2022 by Board President B. LoBracco.

### Attendance

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

Absent: none

Guests: Annie Crane (Village liaison) and Patty Hayles (Sweden liaison)

### Public Comments

None.

### Adoption of Agenda

P. Galinski made a motion (with L. Caruso seconding) to adopt the agenda of the 16 November 2022 meeting. The motion passed unanimously.

### Approval of Minutes

S. Rochette made a motion (with D. Pophal seconding) to accept the minutes of the 19 October 2022 meeting. The motion passed unanimously.

### Correspondence

None.

### President's Report

- As of this writing, the Library director search failed, as none of the 24 eligible candidates were interested in the position. The position has been posted on numerous job boards, and four people have expressed interest. We are awaiting resumes, which need to arrive by 23 November 2022.
- There have been issues with RG&E. A representative was supposed to be here on 8 November 2022 but did not show. Board President B. LoBracco lodged a complaint with the NYS Department of Public Service, which caused RG&E to get back to us. In addition, Board President B. LoBracco and Vice-President M. Brown contacted Assemblyman Hawley's staff regarding the matter, who will be following up.

## President's Report (continued)

- There have been some problems with Coverall, our cleaning company. While there has been some recent improvement, backsliding appears to be happening. B. LoBracco will be contacting company; however, the contract cannot be located as of this writing.

## Interim Director's Report

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

- Election day was busy and thankfully peaceful.
- The Halloween party was very successful—70 guests. Numerous teens from various groups helped out with party.
- Ancestry.com is now available at the Library.
- The digital literacy program is meeting twice a week, and will be meeting three times a week in the near future.
- Collection maintenance is taking place. Shelves haven't been cleaned in some time. Staff and volunteers are doing this. Weeding needs to take place to make room for new materials and keep the materials current.
- A partnership with SUNY Brockport in the works, which includes internships via work study and working with the Visual Studies Workshop. The Interim Director would like to do more.
- Airserv performed a lot of maintenance on the HVAC system, and has suggested some cost-savings measures (setbacks).
- In his role as a library consultant, Interim Library Director P. Genovese noted the following issues and observations:
  - There is some perception of that there are difficulties working with the three municipalities.
  - Regarding the turnover of the Library Director position: salaries are not competitive. For comparison, there were nine applications for the Desk Clerk position, with five candidates being interviewed. open (9 apps, 5 interviews).
  - LHR is underutilized and hasn't been updated in some time. The Library is working with Bill Andrews to get things going. It was suggested that the Library contact other local historians.

## **Interim Director's Report (continued)**

- Interim Library Director P. Genovese is quite impressed with the staff, noting that they all work well together, and back each other up. However, he also noted that the Library is understaffed (no dedicated tech person, no professional development money, not working enough hours, etc.).
- There needs to be more promotion of our programs; for example, sending upcoming program information for broadcast on Spectrum cable TV. He also suggested that the Library get a dedicated marketing person.
- He noted that the Library appears 'grimy,' with dirty rugs, original furniture, etc. This is likely having a negative impact on Library patronage.

## **Old Business**

### Standing Committee Updates

#### **Friends**

- The Friends will be meeting on 21 November at 3:30 pm.
- There will be a December brunch for staff and volunteers.

#### **Foundation**

- The Foundation met on 14 November 2022. Another meeting is planned for December.
- A basket raffle is currently being held in the Library.
- The Foundation Wall for donor recognition is being prepared.
- Account balances:
  - Savings: \$41,000
  - Checking: \$8,414
  - CD #1: \$20,155
  - CD #2: \$20,530

## **Municipal Liaisons**

- Brockport: Liaison A. Crane noted that the municipal liaisons met to discuss the results of the recent survey. She also told us that the Brockport historian position is vacant, but there are two applicants.
- Sweden: Liaison P. Hayles provided a detailed presentation on the results of the patron survey. The survey results will be posted on the Library website.
- Clarkson: no report.

## **Facilities and Operations**

Committee Chair D. Pophal presented a proposal for a rooftop solar project by Greenspark that would supply 100% of the Library's electricity demand, which would be funded by the Foundation and other parties. A great deal of discussion took place, as there are multiple facets to such a project, including an evaluation of the roof's ability to support the weight of the solar panels, municipality buy-in, return on investment, quotes from two other companies, etc. It was strongly suggested that the Library Board determine the Library's priorities, and where such a project would land on such a list.

## **Financial**

- November bill signers: S. Maar and K. Sharpe
- December bill signers: S. Maar and D. Pophal
- The 2023 Budget is still not finalized; the Committee must meet prior to the December 2022 Board meeting to finalize the 2023 Budget.

## **Approval of Bills and Treasurer's Report**

After review, and with a motion from S. Maar, seconded by P. Galinski, the Treasurer's Report and payment of bills were unanimously approved.

## **Long-Range Planning**

The 2023-2025 Long-Range Plan is available on the Library web site.

## **Marketing**

No report.

## **Nominating**

- The 2023 Slate of Officers was presented during the meeting:
  - President: B. LoBracco
  - Vice-President: K. Sharpe
  - Secretary: L. Caruso
- L. Caruso made a motion (with S. Rochette seconding) to accept the slate of candidates. The motion passed unanimously.

## **Personnel**

The Committee will meet on 28 November to review candidates for the Library Director position.

## **Policies**

No report.

## **Executive Session**

None.

## **Other Business**

None.

## **Adjournment**

At 8:35 pm, M. Brown made a motion (with S. Rochette seconding) to adjourn. The motion passed unanimously.

Next Board meeting: 21 December 2022, 6:30 pm

Minutes respectfully submitted by S. M. Rochette.