

## **Seymour Library Board of Trustees**

### Meeting Minutes - January 18, 2023

#### **Call To Order**

The meeting of the Seymour Library Board of Trustees was called to order at 6:35pm on January 18, 2023 by Board President B. LoBracco.

#### **Attendance**

Present: M. Brown, B. LoBracco, D Pophal, L. Caruso, K Sharpe, S. Maar,  
Interim Library Director, Peter Genovese, Pending Library Director P Pittman  
Guests: P. Hayles,(Sweden liaison,) A. Crane( Village liaison), Marianne Virgilio from foundation

#### **Public Comments**

None

#### **Adoption of Agenda**

Motion by M Brown, second by K Sharpe, to adopt the addenda of the January 18, 2023 meeting. Motion passed unanimously.

#### **Correspondence**

None

#### **President's Report**

- Patrick Pittman will begin in the director position on Monday 1/23/23. P. Genovese last day is Friday 1/20/23.
- B. LoBracco is exploring options of how to provide the deductible coverage for employees using the library health insurance. He is hoping that this will be resolved in soon.
- P Pittman and B LoBracco are working with SUNY Brockport to utilize Federal Work Study resources to hire college students, especially in the children's area. Several students have already expressed interest, and it is hoped that the MOU with the College will be completed in the next few weeks.
- The Bookkeeper will be out on leave beginning 2/21/23 for approximately 2 months. Andrew Gardner, who covered this role in fall 2022, will again serve as interim bookkeeper. A motion, made by LoBracco with second by Caruso, to have A Gardner work N. Powell for 4 additional days of training prior to her absence. Approved unanimously.
- New committee assignments will be forthcoming at next meeting.
- Clarkson has two new trustees who have agreed to serve – Katie Andriatch and Mike Andriatch.
- Bruce Leslie (Village) will be going off the Board and will attend the next meeting in February.
- Clarkson's 2023 allocation of \$182,840 was received.

### **Interim Director's Report**

- Door count has increased from year prior. Over 10% of visits are due to programs.
- We are returning to "normal" pre-covid" state.
- Challenges he has noted are:
  - Turnover for both staff and board members remains a significant problem.
- Moving forward, we need to develop solutions to the personnel turnover problem.
- Thank you from P Genovese for the opportunity to serve our community through the Library.

### **Maker Space**

- P. Pittman has been talking with various trustees, foundation members, SUNY Brockport/RIT faculty, and staff to develop a concept for a maker space at Seymour Library. This would take a creative idea, develop a design and product. Requires different equipment depending on what we might focus upon. Foundation is considering funding this. Discussion about the entire concept, needs, location ensued. Motion by K. Sharpe, 2<sup>nd</sup> D.Pophal to form a Maker Space Committee to explore opportunities at Seymour Library was unanimously approved.

### **Old Business**

#### Standing Committee Updates

- Foundation Report:
  - Spring Fling fundraiser on April 29<sup>th</sup> evening. There will be wine and various pairings, and basket raffles.
  - Garden Tour July 15<sup>th</sup>. About 9 gardeners will show their beautiful garden spaces.

Crane (Village). No report

Clarkson No report

P. Hayles (Sweden) Update on Library building is pending. They will develop cost estimates for the next five years, to better plan for future needs.

#### Facilities:

D. Pophal reported he has discussed energy costs and potential savings with NYSERTA. Nothing significant was identified.

HVAC: boilers are not very old. A/C is older but considering that it works vs cost of replacing.

Painting: a request for proposals (RPF or similar) must be done because of the overall costs expected to be >\$35k. It is hoped that the work can be completed by late June. The plan is that the library can remain open, but that is dependent on several factors, and proposals have not yet been received.

Carpet: will be developing a plan to replace carpet, which is original (>25yrs)

Marianne Virgilio noted that the Foundation needs a defined objective to enhance fundraising. Meaning that if people know specifically what they are donating to, eg Children's Room improvements.

Financial: S. Maar noted that Brenda's report had been sent prior to the meeting. At this point it looks like a surplus of approximately \$150,000. However, 2022 has not fully closed out and there are other bills to be paid. 2022 books are open until February 8, 2023. Therefore, at our next meeting we should have a better concept of any extra money.

- January bill signers were S. Maar and D. Pophal.
- February bill signers: D. Pophal and K. Sharpe

**Approval of bills and treasurer's report:**

After review and with a motion from S. Maar and second by k. Sharpe, the Treasurer's Report and payment of bills was unanimously approved.

**Long-Range Planning**

No report.

**Marketing**

No report

**Personnel:** No report

**Policy:** No report

**Nominating:** No report

**Executive Session:**

K. Sharpe motioned, second by M. Brown to enter executive session at 7:45 pm.  
Unanimously approved.  
Discussion ensued re: support for new director.

7:50 pm K. Sharpe motioned, M. Brown seconded to leave executive session. All agreed.

Motions by K. Sharpe and S. Maar second to allow B. LoBracco to sign the contract with Genovese Consulting to provide mentoring support to the new director, Patrick Pittman from February 1, 2023 – April 30, 2023 at a cost not to exceed \$5510.

7:55 motion by D. Pophal, second K. Sharpe to adjourn the meeting. All in agreement.