

***Manlius Library Board of Trustees Meeting  
Minutes  
June 22, 2017***

**Trustees Present:** Margot Baxter, Mario Bottoni, Megan Oakleaf, Bruce Ruppert, Ron Russell, Karen Steinberg, and Dee Tanner

**Trustee Not Present:** Ginny Chmielewicz, Kim Kutzer, Dick Schlote, Piri Taborosi

**Also Present:** Library Director Jennifer Milligan and Business Manager Kerstin Spina

President Steinberg called the meeting to order at 6:06 p.m.

**President's Report** (*Karen Steinberg*)

- *May 25, 2017 Meeting Minutes:* There being no additions or corrections, Mr. Russell made a motion to accept the minutes as written. Mr. Ruppert seconded, all approved, and the motion passed.

**Treasurer's Report** (*Mario Bottoni*)

- *May Financials:* Board members reviewed the monthly report prior to the meeting. Mr. Bottoni commented on the healthy state of the library's finances. There being no issues or concerns with the report, Mr. Russell moved to accept it, and Ms. Baxter seconded. All approved, and the motion passed.
- *Audit Report:* The annual audit was conducted by the firm of Cuomo, Winters & Schmidt, CPAs. During their review, the auditors noted that in 1988 the library's Board placed \$25,000 into a "Temporarily Restricted Net Assets" fund. There being no reason to keep the money separated as such, there was discussion to incorporate the amount into the Building Fund. Mr. Bottoni made a motion to do so, and Ms. Tanner seconded the motion. All voted in favor, and the motion passed unanimously.

After further review of the audit report, Ms. Tanner made a motion to accept the Audit Report as prepared by Cuomo, Winters & Schmidt. Mr. Bottoni seconded, all voted in favor, and the motion passed unanimously.

- *U.S. Form 990 U.S. Tax Return:* Ms. Baxter made a motion to approve the library's tax return as prepared. Mr. Russell seconded, all agreed, and the motion was passed.

**Director's Report** (*Jennifer Milligan*)

- Former library board trustee, Mary Veeder-Civitello, will be making a donation to create a "Pooh Corner" in the children's area in memory of her daughter. The staff is excited and delighted as this will be a significant addition to the story area and to early literacy. Plans for the area will be developed in the fall.
- Library visitors in May 2017 show a significant increase over May 2016 due to the closing of the library in May 2016 for carpet installation.
- There were several very popular programs in May on political and world issues.
- The library received a NYS construction grant which is a 50% matching grant. Monies will be used toward the roof repairs made in 2016 and security upgrades throughout the library.

- Two additional wi-fi kits have been purchased allowing for a total of 5 circulating kits. Patron reaction to the mobile kits has been extremely positive. A mobile wi-fi for staff to use when doing outreach outside the library has also been purchased. This will be particularly helpful throughout the summer and fall at the library's booth at the Fayetteville Farmer's Market. Ms. Oakleaf noted that one of her SU students commented enthusiastically about the library's presence at the farmer's market.
- Lorie Finger, Young Adult Services Librarian, already has 70 kids signed up for the summer reading program. She has organized an "Adulting 101" class which will be held weekly and cover topics from doing laundry to basic automobile maintenance. Signups have been excellent.
- The library is accepting donations of school supplies through August 18<sup>th</sup> to be given to the FM schools and distributed to students in need.
- Cafe manager, Sherry Cooper, resigned due to personal reasons. Librarian Pam Gottheld will manage the Cafe volunteers since she already coordinates the library volunteers.
- 401k benefit presentation to the staff was well received. There has been an excellent response, and the staff is pleased to have access to this new benefit.

### **Board Member Reports**

- President Steinberg attended an iPad class lead by Digital Technology Librarian Emily Lunceford. Ms. Steinberg said she would definitely attend another class based on the quality of the experience.
- Ms. Oakleaf participated in Lego Free Play with her child and both enjoyed it.
- Ms. Baxter attended two Manlius Informed presentations (one on clean energy and one on college sports) as well a presentation on "Living in St. Petersburg, Russia." She noted all were well attended, interesting, and informative.

### **Old Business**

There was no old business.

### **New Business**

- Mr. Bottoni made the suggestion that the library look into rooftop solar panels as a way of providing energy for the facility. He noted that five years ago this was explored but it was too expensive. However, solar panels have significantly decreased in price and are more reasonable to purchase and install. Mr. Bottoni offered to look into solar panels, and the board agreed it would be a good idea.
- Christopher Gottheld has been hired as a Page.

There being no further business, Mr. Russell moved to adjourn, and Mr. Bottoni seconded. All agreed, and the meeting was adjourned by President Steinberg at 7:08 p.m.

Respectfully submitted,

Margot Baxter  
Secretary