

***Manlius Library Board of Trustees  
Board Meeting  
July 27, 2017***

**Trustees Present:** Margot Baxter, Mario Bottoni, Ginny Chimieliwicz, Megan Oakleaf, Bruce Ruppert, and Karen Steinberg,

**Trustees Not Present:** Kim Kutzer, Ron Russell, Dick Schlote, Piri Taborosi, and Dee Tanner

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

President Steinberg called the meeting to order at 6:07 p.m.

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

- *June 22, 2017 Meeting Minutes:* There being no additions or corrections, Mr. Ruppert made a motion to accept the minutes as written. Mr. Bottoni seconded, all approved, and the motion passed.
- President Steinberg reported on her recent tour of the Liverpool Public Library.

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

- *June Financials:* Board members reviewed the monthly report prior to the meeting.
  - Mr. Bottoni noted that current donations have exceeded donations compared to this time last year.
  - The 2017 audit fees will be paid this month.
  - Cafe expenses are up due to the purchase of a new commercial coffee maker.
  - Programming expenses are higher at this time because of the materials purchased in advance of the summer reading program. Actual spending is on budget.
  - Juvenile programming includes a credit for monies received from OCPL to support county-wide MOST (Museum of Science and Technology) programs.
  - Budget is securely on target.

There being no issues or concerns with the report, Mr. Ruppert moved to accept it, and Ms. Chimieliwicz seconded. All voted in favor, and the motion passed.

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

- The Library continues to be very busy due to more programs with higher attendance at those programs. Other attendance and circulation remain constant.
- The *Audubon Celebration Committee* (Ms. Chimieliwicz, Ms. Taborosi, Ms. Tanner, and members of the library staff) has plans well underway for the October 14<sup>th</sup> festivities. Wild Birds Unlimited is partnering with the library for the event. Dr. Jones has delivered a first draft of the catalog of holdings. Director Milligan and Public Services Coordinator Claire Enkosky have reviewed the first draft. The catalog will be printed and available at the Celebration. President Steinberg inquired about plans for advertising the Celebration, and Director Milligan filled the board in on all the promotions, interviews, invitations to organizations, and contacts in place. There will be numerous children's activities, and Dr. Jones will be giving tours all day.
- Library outreach has included participating in the Fayetteville Fire Department's Blues and BBQ Festival which was a lot of fun and provided a great opportunity to meet many people. The library booth at the Fayetteville Farmer's Market which is attended on the first Thursday of each month through October is going very well with 300 people stopping by this month.

- The Carol Gilligan Memorial Pollinator Garden is complete and beautiful! The Gilligan family expressed deep gratitude for the library's creation of the garden. The library's Young Naturalists group met in the garden recently to learn about pollinators and the purpose of the garden.
- The Summer Reading Program is proceeding extremely well. Teen programming is very popular this year, especially the "Adulting 101" class in which teens have learned how to do laundry, manage and balance a check book, be smart grocery shoppers, complete basic auto mechanics, and learn about resume writing and how to find a job.
- Teen volunteering has increased with the advent of the Teen Advisory Board and the collaborative programming that is occurring for STEAM programs led by FM high school students.
- Ms. Ashley Jandolenko resigned her position as Circulation Clerk. Ms. Susan Ferrara has been hired as a new Circulation Clerk.
- Ms. Oakleaf commented on how much fun it was to see the library in the Manlius Fourth of July parade. She noted the library group received a lot of applause throughout the parade route.

**Old Business:**

- Mr. Bottoni, Ms. Oakleaf, and Ms. Taborosi will attend library programs in July, August, and September respectively and inform the board about their experiences.

**New Business:**

- There was no new business.

Ms. Oakleaf made a motion to adjourn which was seconded by Mr. Bottoni. The motion passed with all voting in favor. President Steinberg adjourned the meeting at 6:42 p.m.

Respectfully submitted,

Margot Baxter  
Secretary