

Springport Free Library
January 18, 2023
Library Board of Trustees Meeting Minutes

DRAFT

Attendees: President Christy Cooper, Trustees Jeanne Hardy, Robin Greer, Laurie Waldron, Barbara Casper; Library Director Carla Piperno-Jones

Absentee: Jim Young

Board President Christy Cooper called the regular board meeting to begin at 6:34 pm.

Old Business:

1. The December 21, 2022, Regular Board of Trustee minutes were reviewed. It was noted that Jeanne Hardy was not able to be present at the December meeting. Robin Greer made a motion to approve the corrected December 18, 2022, Regular Board Meeting Minutes, and Laurie Waldron seconded the motion. The motion was open for discussion. The Trustees voted 5 – 0, to approve the December 18, 2022, minutes.
2. December 30, 2022, Executive Session minutes were reviewed. It was noted that the meeting ended at 6:31 pm. Christy Cooper made a motion to approve the corrected December 30, 2022, Executive Session meeting minutes. Robin Greer seconded the motion. The motion was open for discussion. The Trustees voted 5-0 to approve the December 30, 2022, Executive Session minutes.
3. The December 2022 Financial Report was reviewed. Robin Greer made a motion to approve the November 2022 Financial Report, Laurie Waldron seconded the motion. The motion was open for discussion. The Trustees voted 5 – 0, to approve the December 2022 Financial Officer's Report.
4. The January 1, 2023 Internal Control Narrative prepared by Library Bookkeeper, Scott Zippel was reviewed and discussed. Robin Greer made a motion to approve the January 1, 2023, Internal Control Narrative. Jeanne Hardy seconded the motion. The motion was open for discussion. The Trustees voted 5 – 0, to approve the January 1, 2023 Internal Control Narrative.
5. Carla Piperno-Jones presented the January 18, 2023, Director's Report. One of the library patrons has requested that our library host a local meeting for this year's Southern Cayuga County Community Read event. This year's book is John Meacham's "His Truth is Marching On". The library recently received \$150.00 from two sources, which were given specifically to expand library holdings focused on social justice. She also showed us the new mental health activity kits given to us by the National Alliance of Mental Health. The successful January rock painting community craft event was a success, and this will be followed with a scheduled February Valentines card making project. Other items included the New York State Annual report, the movement of donated books to the shed, and the ongoing investigation of legal tax procedures to follow during future shed book sales. Carla also announced that the local girl scout group has shown interest in building a ramp for the book shed. Carla continues to plan for this year's summer reading program.

Robin Greer made a motion to approve the January 18, 2023, Library Directors Report, Jeanne Hardy seconded the motion. The motion was opened for discussion. The Trustees voted to approve the January 2023 Library Director's report, 5 - 0.

6. Building and Grounds:

An amended invoice proposal by Carpet House Flooring Center was distributed to the trustees. It includes an additional labor cost of moving large item furniture, during the previously trustee approved carpet installation. Along with this amended invoice to include additional payment to move the large bookshelves by an insured laborer, the trustees also discussed logistics of this project. They agreeing that the optimal time for carpet installation is by the end of April, 2023. Robin Greer made a motion to approve \$7,245.24 bid by Carpet House, which includes the additional proposed labor costs. Laurie Waldron seconded the motion. The motion was open to additional discussion. The trustees voted to approve the motion, 5 – 0. Laurie Waldron will contact Carpet House Flooring Center.

New Business

1. Building and Grounds:

A) The trustees discussed the current need to replace the library's smoke and CO2 detectors. Robin Greer made a motion to allow trustee Christy Cooper to research and purchase the most reliable and reasonably priced smoke and CO2 detectors for the library. Christy Cooper seconded the motion. The motion was open for discussion. The trustees voted to approve the motion, 5 -0.

B) The trustees discussed the need to replace the current ballast lights in the library with LED lights. Saxton Electric would be willing to provide this service. Christy Cooper made a motion to provide sufficient funds for Saxton Electric replace the library's ballast lights with LED lights. Jeanne Hardy seconded the motion. The motion was open to discussion. The trustees voted to approve the motion, 5 – 0. Robin Greer indicated she will contact Saxton Electric.

C) In appreciation for the services provided on January 17, 2023 by the Union Springs Fire Department to investigate a possible electrical concern at the library, the trustees decided to provide the fire department with a monetary donation. Christy Cooper made a motion for the library to donate \$100 to the Union Springs Fire Department. Robin Greer seconded the motion. The motion was discussed. The trustees voted to approve the motion, 6 – 0.

D) Due to the completion of the new shed, the restoration of the *Buffalo Roam* painting, and the anticipated recarpeting of the library, the trustees and library director discussed organizing an Open House community event. It was agreed to hold this event on Saturday, May 13, 2023. Robin Greer will contact Scott Zippel so that he may contact Alan Avery regarding procuring a plaque for the *Buffalo Roam* painting.

2. The desire to hold book sales in the new shed was discussed. It was agreed that sales could be held on Tuesdays, once or twice a month, during regular library hours. Trustees will check with Scott Zippel to follow legal protocols for collecting taxes from library book sales.

3. The Town of Springport recently mailed a summary of its activities to all residents. Included in this flyer was recognition of the support it has provided to our library. The library trustees and director expressed and discussed their appreciation for this support.
4. In lieu of 2023 Board of Trustee nominations and acceptances, Christy Cooper made a motion to approve the services of Barbara Casper as a member of the Springport Free Library Board of Trustee for a term of the years 2023-2028. Jeanne Hardy seconded the motion. The motion was open to discussion. The trustees approved and passed this motion, 6 -0.

Board President Christy Cooper adjourned the regular meeting at 8:14 pm.

Respectfully submitted by Barbara Casper

Recording Secretary