

Springport Free Library
September 27, 2023
Library Board of Trustees Meeting Minutes

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

Absent: Trustee, Jim Young

Board President Christy Cooper called the regular board meeting to begin at 6:30 pm.

Old Business:

1. The August 16, 2023, Regular Board of Trustee meeting minutes were reviewed.
Christy Cooper made a motion to approve the August 16, 2023, Regular Board Meeting Minutes, and Robin Greer seconded the motion. The motion was open for discussion. The Trustees voted 5 — 0, to approve the minutes.
2. The August 2023 Financial Report and the proposed 2024 Springport Free Library Budget was presented by Bookkeeper, Scott Zippel and was reviewed by library trustees.
 - A. Robin Greer made a motion to approve the August 2023 Financial Report, Laurie Waldron seconded the motion. The motion was open for discussion. The Trustees voted 5 — 0, to approve the report.
 - B. Trustees discussed funding needs and a proposal for the 2024 Union Springs School District budget referendum.
Christy Cooper made a motion to ask for \$3,500 budget request for the 2024 Union Springs School District Budget Referendum, for a total of \$95,000. Robin Greer seconded the motion. The motion was open for discussion. The Trustees voted 5 — 0 to approve this resolution.
Bookkeeper Scott Zippel will create a letter of this proposal, which will be sent to the Union Springs Central School District office.
 - C. The Trustees discussed the need to create a separate Capital Building Fund Reserve Line to help direct funds for the approved exterior wall project.
Robin Greer made a motion to create a Capital Building Reserve Fund Line to the Springport Free Library Budget, with an initial sum of \$40,000 for the current exterior building project. Christy Cooper seconded the motion. The motion was open for discussion. The Trustees voted 5-0 to approve this motion.
3. Carla Piperno-Jones presented the July 19, 2023, Director's Report.
Highlighted items included updated information about the Business Revitalization Grant, Jill Hand's Libraries as a Gateway to Museums grant, the Library's Book Shed, the installation of two new computers, and the upcoming 65th Annual Meeting of the Finger Lakes Library which will be held at Auburn's Hilton Garden Inn on October 13, 2023.

Carla also shared the letter that she wrote and sent to Margaret and James Brady of San Jose, CA, in appreciation for their generous donation of \$500.00 in memorial to their grandmother, who was the former librarian of the Springport Free Library.

Robin Greer made a motion to approve the September 20, 2023, Director's Report. Laurie Waldron seconded the motion. The motion was discussed. The Trustees voted 5 —0 to approve the September Director's Report.

New Business

1. Library Director Carla Piperno-Jones presented an updated Telecommunications policy which includes a statement of purpose, the procedures for employees who may work remotely during emergency conditions, and guidelines for employee use of telecommunications.

Jeanne Hardy made a motion to approve the updated Telecommunication Policy. Christy Cooper seconded the motion. The motion was discussed. The Trustees voted 5 —0 to approve this motion.

2. Library Director Carla Piperno-Jones shared a work proposal by Proper Wash, LLC, to clean the library's gutters, windows, and entrance. Trustees discussed the current need for these services and the work proposal.

Laurie Waldron made a motion to have Proper Wash, LLC clean the gutters, windows, and entrance of the Springport Free Library, at a cost of \$594.00. Barb Casper seconded the motion. The motion was discussed. The Trustees voted 5 — 0 to approve this motion.

Board President Christy Cooper adjourned the regular meeting at 7:25 pm.

Respectfully submitted by Barbara Casper

Recording Secretary