

Springport Free Library
August 21, 2024
Library Board of Trustees Meeting Minutes

Attendees: Trustees - President Christy Cooper, Trustees Jeanne Hardy, Jim Young, Barbara Casper; Library Director Carla Piperno-Jones

Not Present: Trustee, Laurie Waldron

Board President, Christy Cooper called the regular board meeting to begin at 6:32 pm.

Old Business:

1. The July 17, 2024, Regular Board of Trustee meeting minutes was reviewed.
Jim Young made a motion to accept the July 17, 2024, Regular Board Meeting Minutes and Jeanne Hardy seconded the motion. The motion was open for discussion. The Trustees voted 4— 0, to accept the minutes

2. The July 2024 Financial Report was reviewed.

It was suggested by bookkeeper, Scott Zippel to increase the library building capital reserve fund from \$40,000 to \$50,000. The trustees discussed this request.

Trustee Jim Young made a motion to raise the amount of money in the library's Building Capital Reserve fund from \$40,000 to \$50,000. Board President, Christy Cooper seconded the motion. The motion was open for discussion. The trustees voted 4 — 0 to accept this motion.

Jim Young made a motion to accept the July 2024 Financial Report, Jeanne Hardy seconded the motion. The motion was open for discussion. The Trustees voted 4 — 0 to accept the July 2024 Financial Report.

3. Library Director, Carla Piperno-Jones, presented the June 19, 2024, Director's Report.

Highlighted items included:

- Carla reviewed and assessed the success of the summer reading program. Number of attendees to this year's eight evening programs at the library was at par with last year's four programs. The number of patrons that logged into this year's on-line PageTurner had greatly declined. There was some concern that the new log-in procedures were difficult to navigate and this may have influenced this decline.
- The craft programs organized and led by Sabrina Shepherd were another highlight of this summer's children's programs at the library. Carla would like to continue to have Sabrina lead more programs this fall, and perhaps expand the crafts programs geared for adults.
- Carla reported the continued need to abate flooding of the basement. The recent decision of the board to apply for the Forward Grant will help to address this problem. ● Carla shared her appreciation of previous board member, Bridget Gary, who with a friend, volunteered approximately three hours to reorganize and clean up the book shed and area which had been greatly disheveled after the Route 90 Garage Sale. She also stated that Scott Zippel volunteered to help continue this process in the future. The trustees also extended their appreciation for their kind help.

- Carla shared her appreciation for increased donations from patrons such as books, goody bags, and handmade items. Trustees also extended their appreciation for these items as well.
- Carla attended a four-hour book repair workshop at the headquarters of the Finger Lakes Library System. She reported that this was a valuable training session. While at the headquarters, Carla was able to meet the new leader of the system's computer networking services. She was also able to inquire with FLLS Director Sarah Glogowski about the current progress of updating the SFL's state charter to include the Village of Cayuga.

Christy Cooper made a motion to accept the July 21, 2024, Director's Report. Jeanne Hardy seconded the motion. The motion was open for discussion. The Trustees voted 4 – 0 to accept the Director's Report.

4. Carla presented a printed version of a policy, "Break Time for Nursing Mothers", to the trustees to discuss. This policy will enable the Springport Library to update its bylaws to meet NY State standards. The policy was based on one recently passed by the Cayuga County Soil and Conservation Department. The Trustees discussed the language and procedural steps for this policy proposal.

Jim Young made a motion to add the policy "Break Time for Nursing Mothers" for the Springport Free Library's policies. Jeanne Hardy seconded the motion. The motion was open for discussion. The Trustees voted 4 – 0 to accept this policy and to add it to the current policies of the Springport Free Library.

5. Carla reported that the next public meeting for the Downtown Revitalization Initiative Forward Grant will be held on September 16, 2024. She indicated that interested parties who have applied for this aid will begin to defend their proposals. She encouraged interested trustees to attend this meeting.

New Business:

1. Carla provided the trustees with information regarding the need to update the library bookkeeper's computer and/or software programs. After discussing this concern, the trustees asked Carla to check with the library bookkeeper, Scott Zippel, to determine his specific needs. She will relay this information to the trustees during the next regular board meeting.
2. Carla reported that the book shed's exterior needs to be cleaned. Christy Cooper made a motion to have Andy Fayette of Power Wash, LLC. clean the exterior of the library's book shed. Jeanne Hardy seconded the motion. The motion was open for discussion. The Trustees voted 4 – 0 to accept the motion. Carla or Christy will contact Andy to arrange a time for his services.
3. Board President, Christy Cooper reported a desire to improve how the library announces its programs and services to the greater Union Springs community. Carla reported the continued daily success of the Facebook page and the Union Springs School District's summer program packets. It was suggested that the library offer an emailed newsletter that could be sent to interested community members who do not have and/or do not follow the library's Facebook account. A suggestion was made to add a QR Code, that includes a direct link to the library's

website, to library pamphlets and flyers. Carla reported that other libraries in our region hire website managers (web-masters) to promote their library services and activities. Trustees will continue to investigate additional ways to improve our library's publicity and community presence.

Board President Christy Cooper adjourned the regular meeting at 7:39 pm.

Respectfully submitted by Barbara Casper

Recording Secretary