

Springport Free Library
November 20, 2024
Library Board of Trustees Meeting Minutes

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

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

Old Business:

1. The October 16, 2024, Regular Board of Trustee Meeting minutes were reviewed. Jeanne Hardy made a motion to accept the October 16, 2024, Regular Board Meeting Minutes and Christy Cooper seconded the motion. The motion was open for discussion. The Trustees voted 3 —0 to accept the minutes
2. The October 2024 Financial Officer's Report was reviewed. Barbara Casper made a motion to accept the October 2024 Financial Report, Jeanne Hardy seconded the motion. The motion was open for discussion. The Trustees voted 3 — 0 to accept the August 2024 Financial Report.

The 2025 Proposed Budget prepared by Bookkeeper Scott Zippel, was reviewed and discussed by the Trustees.

Christy Cooper made a motion to accept the 2025 Proposed Budget, prepared by Bookkeeper Scott Zippel. Barbara Casper seconded the motion. The motion was open for discussion. The Trustees voted 3 —0 to accept the 2025 Proposed Budget.

3. Library Director, Carla Piperno-Jones, presented the November 20, 2024, Director's Report. Highlighted items included:
 - Andy Fayette of Power Wash, LLC. washed the exterior of the book shed.
 - Chad Sopp from the Time Smith company has made an appointment to meet with Carla at the library in December to investigate if he will be able to fix the library's Ithaca Gun standing clock.
 - The DCI committee has completed their review of the Downtown Revitalization Grant applications and have since sent their recommendations to the state for final submissions. Carla extended her appreciation to the trustees for being able to attend the DCI meetings, as the library's representative.
 - Carla provided the Trustees with a written policy that could be used for severe weather. It provides specific closing procedures for staff to follow in case there is an emergency. The trustees discussed this proposed policy.

Christy Cooper made a motion to accept the Emergency Closing Procedures. Jeanne Hardy seconded the motion. The motion was discussed. The Trustees voted 3 — 0 to accept the Emergency Closing Procedures.

- Carla attended the Cayuga County CayugaConnect meeting that was held for the first time in two years. She reported that several librarians who had recently attended a Rural Libraries Conference also attended this meeting, shared valuable ideas and

information that they had gained from that meeting to fellow librarians at the CayugaConnect meeting.

- Carla also attended a Zoom meeting for the FLLS's library directors and a FALCONS technology training meeting.
- Carla reminded library trustees to complete their annual NYS mandated two-hour training experience before the end of this year. Trustees must also complete their annual sexual harassment training. She offered additional information for trustees may have questions about completing these mandated requirements.

Christy Cooper made a motion to accept the November 20, 2024, Director's Report. Jeanne Hardy seconded the motion. The motion was discussed. The Trustees voted 3 – 0 to accept the Director's Report.

New Business:

1. Library Director, Carla Piperno-Jones presented FLLS Director, Sarah Glogowski's email that outlined the Fiscal Year 2025 OverDrive Content Contribution proposal that was sent to all libraries in the Finger Lakes Library System. Contributions fund patrons' online access to e-books, audiobooks and e-magazines. The information included the expenditures of each FLLS library's 2023 Collection Budgets and their patron's 2023 OverDrive Circulation numbers. Such data provides an equitable way of suggested payments for these services. The trustees found this comparative data helpful when discussing the OverDrive services and payment contributions.

Christy Cooper made a motion to contribute \$1,500 to the Finger Lakes Library System's 2025 collection budget for OverDrive services. Jeanne Hardy seconded the motion. The motion was discussed. The Trustees voted 3 – 0 to accept the motion.

Board President Christy Cooper adjourned the regular meeting at 7:36 pm.

Respectfully submitted by Barbara Casper

Recording Secretary