

**James Prendergast Library Association  
Board of Trustees  
Minutes of the Meeting Held on December 20, 2018**

1. President, Joni Blackman called to order the Board of Trustees Meeting at 5:14PM.  
Present: Micki McCray, Lynn Warner, Kris Denslow, Ned Lindstrom, Dan Hickman, Maggie Scorse and Rob Hewitt  
Staff present: Tina Scott and Janet Mescall

2. Public Comment – None

3. Consent Agenda – A motion was made (Lynn Warner/Maggie Scorse), passed and carried to accept the agenda as listed.

4. Treasurer’s Report –

ED Tina Scott presented the financials for November. She stated that overall figures are within expected ranges. It was noted that the City of Jamestown recently passed it’s 2019 Budget with \$50,000 designated for JPL, although we had requested \$100,000. A motion was made (Kris Denslow/Dan Hickman), passed and carried to accept and file said report.

5. Nominating Committee -

President Joni Blackman stated that the committee met recently to compile a list of potential new board members. She is happy to report that she has a firm commitment from 2 of these candidates. Details will follow at the January meeting.

6. Director’s Report –

Tina Scott (ED) noted the report had been sent to all Board Members in advance and asked if there were any questions (none). Several highlights were mentioned including the appointment of Jan Dekoff as the new CCLS Director. Ms. Dekoff will begin her duties in mid-January; there were 55 various programs held in November with almost 300 attendees; the annual Murray Bob Lecture was held on November 7<sup>th</sup> with 64 attendees; the Reg Lenna Foundation notified the library that we would receive a \$30,000 unrestricted grant to be used in 2019; and volunteer hours for the month were 35.

7. Election of Officers for 2019 –

President Joni Blackman presented the following slate of Officers for 2019 –

President – Joni Blackman  
Vice President – Lynn Warner  
Treasurer – Kris Denslow  
Secretary – Micki McCray

A motion was made (Rob Hewitt/Dan Hickman), passed and carried to accept the slate as presented.

8. New Business –

- a) Notification from the NYS Library concerning the City of Jamestown's lack of "Maintenance of Effort" - Tina Scott (ED) gave a brief explanation of this notice and what it means to the both JPL and all the members of our CCLS system. All libraries in our system will suffer financial cuts due to the recent cut to our budget by the City of Jamestown. These NYS cuts are mandated by NYS Library law. ED Tina Scott and the newly appointed CCLS Director will look into exactly what this will involve.
- b) Auditor RFP – Our current CPA firm (Mike Corey) has retired and we are in the process of securing a new CPA firm. Tina Scott will send out Requests for Proposals regarding audit and tax services for a 3-year term (2018-2020). Responses will be due by 1/22/19.
- c) January meeting date change – due to the deadline for a new CPA firm, it was suggested we change the next meeting to fall after that due date. A motion was made (Kris Denslow/Ned Lindstrom), passed and carried to change the meeting date to 1/24/19.
- d) Cleaning services contract with CCLS – A motion was made (Dan Hickman/Lynn Warner), passed and carried to approve the contract as presented by ED Tina Scott.
- e) Art Auction update and approval of revised estimates – Sotheby's has recommended that the remaining 6 unsold items in our Art Collection be re-offered in their upcoming sale. They have provided updated estimates and reserves. A motion was made (Ned Lindstrom/Rob Hewitt), passed and carried to approve and accept this new revised pricing estimation and allow the items to go to the upcoming auction.
- f) Makerspace Policy – A motion was made (Maggie Scorse/Kris Denslow), passed and carried to adopt the new Makerspace Policy as presented by ED Tina Scott.

9. Unfinished Business –

President Joni Blackman updated the Board on the ongoing CCLS Lease Agreement proceedings. It was agreed that the Lease Committee will wait for the new CCLS Director to begin her job (mid- January) before negotiating the new terms. ED Tina Scott noted that most of terms are already established and does not expect this to be an issue once the 2 entities meet.

10. Next meeting is January 24, 2019 in the Fireplace Room.

A motion was made (Lynn Warner/Dan Hickman), passed and carried to adjourn the meeting at 5:42pm.

Respectfully Submitted by  
Micki McCray  
Secretary