

**James Prendergast Library Association
Board of Trustees
Minutes of the Meeting Held on May 16, 2019**

1. President, Joni Blackman called to order the Board of Trustees Meeting at 5:19PM.
Present: Kris Denslow, Rob Hewitt, Maggie Scorse, Ned Lindstrom, Frank Corapi, Lori Fabritius, Mike Corey, and Lynn Warner
Absent: Micki McCray and Dan Hickman
Staff present: Tina Scott and Janet Mescall

2. Public Comment – None

3. Consent Agenda – A motion was made (Kris Denslow/Maggie Scorse), passed and carried to accept the agenda as listed after moving 4a and 4b (from Treasurer’s Report) to 5c and 5d (to Fundraising Report)

4. Treasurer’s Report -

ED Tina Scott presented the financials for April. She stated that overall figures are within expected ranges, with special note that the 2nd endowment fund draw is not showing in these figures. A motion was made (Maggie Scorse/Kris Denslow), passed and carried to accept and file said report.

5. Fundraising Committee –

- a) Give Big CHQ, Thursday June 13 –

The 2nd Annual Give Big CHQ, sponsored by the Community Foundation will be held 6/13. This is a fundraiser for several local non-profits and is a social media driven “donation” event. “Power Hours” and various other strategies will be used to improve the number of donations each organization can receive. Tina will forward the link to all Board members. While Facebook is not required to give, Board members who use FB are encouraged to promote it on their social media pages. Our newest volunteer, Jeff Holroyd is making calls to boost participation.

- b) Late breaking fundraiser – “Loose Change for the Library” –

Chautauqua Hospice and Palliative Care is partnering with other organizations to fund raise organizations in the community. The event will be held June 26th 11-2 at Dow Park in Falconer.

- c) Prendergast Run for Literacy results –

Net profit from the Race was \$3,060. This is down significantly from years past, mainly due to the over saturation of the race market. JPL was hosting one of 9 local races all on the same day. Several suggestions to improve the desirability of the race were collected from participants and will be passed onto the Fundraising Committee for review.

- d) CRCF materials grant approved –

JPL received word that the CRCF approved our grant request of \$10,000 for nonfiction materials.

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). Highlights mentioned included Staff Day held

on May 3, which included procedural demonstrations and training; ongoing collaboration with Jamestown Striders on mentorship programming targeting at risk youth which will begin in the fall; 83 programs with 842 attendees during the month of April; the hiring of Alison Robertson as Library Assistant 1, she will help with our Summer Reading Programs and activities; and 79.25 volunteer hours were recorded.

- a) Early Literacy report – ED Tina Scott presented an overview of the Library’s early literacy development and story time planning. This program promotes and highlights the importance in early literacy within our community.
- b) Open House to welcome Jan Dekoff on Wednesday, May 22 from noon -2pm
Tina invited all Board members to stop in and welcome new CCLS Director Jan Dekoff on May 22.

7. New Business – None

8. Unfinished Business –

- a) CCLS Lease update –
The Lease Committee met recently and reviewed the history of the lease and previous meetings held on this subject. The committee is in the process of developing a plan for the new lease (simple document).
- b) Maintenance of effort waiver process update –
Both CCLS and JPL received official notice that due to recent City of Jamestown budget cuts, JPL did not meet the maintenance of effort requirements and will be looking at a 25% cut in State aid. The notice provided procedures for requesting a waiver of this cut. ED Tina Scott will continue working with CCLS Director Jan Dekoff to file for the waiver (submission of request is due by July 15, 2019). Ms. Dekoff will attend our June board meeting for discussion.
- c) Sexual harassment training acknowledgment –
Tabled until June meeting

9. Next Meeting is June 20, 2019 in the Fireplace Room.

A motion was made (Mike Corey/Lori Fabritius), passed and carried to adjourn the meeting at 6pm.

Respectfully Submitted by
Micki McCray
Secretary