

**James Prendergast Library Association
Board of Trustees
Minutes of the Meeting Held on September 21, 2017**

1. President, Tom Rankin called to order the Board of Trustees Meeting at 5:17PM.
Present: Micki McCray, Joni Blackman, Kris Denslow, Ned Lindstrom, Maggie Scorse and Lynn Warner
Absent: Todd Thomas
Staff present: Tina Scott and Janet Messel

2. Public Comment – 2 in attendance, no comments were made.

3. Consent Agenda –

With the change of moving item 6c to 10, moving item 10 to 12 and the addition of an Executive Session as item 11, the agenda was passed.

4. Treasurer's Report –

Tina Scott (ED) presented the financials for the past 3 months (June/July/August).

5. Director's Report –

ED Tina Scott presented the highlights from the past 3 months. Included were: the upcoming "Oktoberfest – Books, Brats & Beer" will be held 10/6. Food and drinks will be available for purchase along with a 50/50 and a beer making kit raffles; In grant news – The Carnahan Jackson Foundation has approved a \$20,000 grant to cover materials and the CRCF approved a grant totally \$4,319 to be used to replace 3 loveseats and 5 chairs in our main reading lobby; the local Union Gospel Mission recently dissolved and their board donated \$36,850.98 as unrestricted funds to JPL. These funds were added to the existing endowment fund; Strategic Plan follow up includes the opening of the new Makerspace (funded by the Holmberg Foundation) which will provide STEM activities to area youth T-F 3:30-5:00. Tina Scott and staff have made several visits to area nursing homes and schools promoting the services we provide. Tina Scott has been preparing the 2018 Budget with 2 scenarios (with and without City of Jamestown funding); Programming over the summer resulted in over 260 total programs with over 2,500 participants. The summer reading program hosted over 800 children and showed a 25% increase in number of minutes read over 2016; Members of the Lutheran Foster Grandparents helped boost our volunteer hours to over 400 for the 3 month period; and the Programming & Events calendar and detail listings were re-vamped allowing for better and easier viewing.

6. New Business –

- a) Handicap door repairs – approve Bullet Aid (City ADA funds) –
A quote was presented by Imperial Door Controls Inc in the amount of \$1,984.00 per door (we have 4 totaling \$7,936) to replace the handicap accessible front doors. A motion was made (Joni Blackman/Maggie Scorse), passed and carried authorizing Tina Scott to accept the proposal and to fund the repair using a combination of ADA Bullet funds and JPL funds as needed.

b) Elevator maintenance and repair – approve contract –
Decision was tabled until next month in order to give Tina Scott time to question the costs involved for Emergency Calls above the standard contract.

c) CCLS will hold its annual meeting at the Robert H. Jackson Center on 10/11. Workshops at JPL precede the meeting. Tina Scott, Joni Blackman, Ned Lindstrom and Micki McCray will attend representing JPL. Lynn Warner will attend as a CCLS board member representative.

7. 2018 Budget Request to the City of Jamestown –

The City of Jamestown requires any entity requesting city funds to present a budget. Tina Scott (ED) has prepared 2 2018 JPL Budgets – one with the estimated \$100,000 funding we received last year and one with ZERO city funding (as expected from comments made by City officials). These budgets are not final versions and the library reserves the right to adopt a different version if needed. Board President thanked Tina for her time and dedication to this process. A motion was made (Ned Lindstrom/Maggie Scorse), passed and carried authorizing Tina Scott to present both proposed budgets to City Council.

8. Fundraising Report –

a) Art Collection update – Sotheby’s collected all the Art in June and did some cleaning and minor restoration. The first sale (American artists, 4/5 pieces) will be held on 10/6. The big sale (European artists, bulk of collection) will be held on 11/21 and the remaining smaller valued pieces will be auctioned in early 2018. A visit to Sotheby’s website will provide more details.

The Post Journal recently ran an Op-Ed article in which the decisions of the Board regarding the sale of the Art were questioned. The article had several incorrect facts and figures. With full Board approval, President Tom Rankin will have a rebuttal posted in the 10/1 Post Journal.

9. Appointment of a Nominating Committee -

a) 2 Trustee’s terms expire as of 12/31/17 (Tom Rankin & Lynn Warner). The Committee (Tom Rankin, Todd Thomas, Maggie Scorse and Ned Lindstrom) will make a report to the entire Board at its November meeting with recommendations for new members. Elections will be held at the meeting in December.

b) A Holiday party will be held after the December board meeting.

10. Conflict of Interest with Author signing –

President Tom Rankin has written a book about foreign adoption and his son Wallace. Before allowing him to do a “local author signing day” at the Library, the board needed clarification as to whether or not this would cause a conflict of interest. After speaking with our attorney (Stephen Wright), it was determined that there would be no conflict. A motion was made (Kris Denslow/Maggie Scorse), passed and carried to allow Tom Rankin to hold a book signing event at JPL. (Note: Tom Rankin abstained from voting)

11. Executive Session –

A motion was made (Joni Blackman/Lynn Warner), passed and carried to enter into Executive Session at 6:26. A motion to exit at 6:42 was made (Kris Denslow/Ned Lindstrom), passed and carried.

12. Next meeting is Thursday, October 19, 2017 in the Fireplace Room. Meeting was adjourned at 6:43pm.

Respectfully Submitted by
Micki McCray
Secretary