

**James Prendergast Library Association
Board of Trustees
Minutes of the Meeting Held on November 16, 2017**

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

2. Public Comment – 2 in attendance, no one spoke.

3. Consent Agenda –

With the change of moving item 9 to 10 and the addition of an Executive Session as item 9, the agenda was passed.

4. Treasurer’s Report –

Tina Scott (ED) presented the financials for October and noted that as of the end of October, Cash Sources are slightly ahead of plan and Expenses are coming in below plan.

a) City Funding – President Tom Rankin thanked all those who attended the latest City Council meeting for showing their support for JPL. Several City Council members verified that they would be voting with the Mayor to only include \$50,000 in their 2018 budget for funding JPL. Tom noted that while this is frustrating and shameful on the City’s part, the Board and the Library will deal with situation via cutting our Materials Budget.

5. Director’s Report –

ED Tina Scott presented the highlights from the past month. Included were: a reminder that the next Library fundraising event will be held Saturday November 18th at the Spire Theater. Mike Randall will present “Charles Dickens Presents: A Christmas Carol”. Admission is free as a “Thank You” to our community for their support. Sponsors include Weber Knapp, Allied Alarm and Clark Patterson Lee; The Hultquist Foundation denied our grant request (\$41,875) which was to be used as matching funds for the window replacement project to be done this coming spring. Tina will approach another foundation in the near future; the Makerspace continues to bring in new patrons with over 250 visitors since opening; An increase in community engagement and awareness is showing results, including an outreach program of Storytimes being held with the Chautauqua Opportunities Head Start Program; JPL was the recipient of a \$25,000 gift from the estate of James Ditzler; Tina Scott and Annie Greene attended the annual NYLA Conference in early November courtesy of a Travel Grant from CCLS and both came back with great new ideas; Programming continues to be very productive with 95 programs and 841 participants in October; and volunteer hours totaled just under 40 for the month, with volunteers scheduled 3 days a week for the Book Sale.

6. Nominating Committee Report -

The Committee proposed the following slate of Officers for 2018. Voting on these recommendations will be done during the December Board meeting:

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

The Board was reminded that as of 1/1/18, there will be 2 open positions on the Board. All members are encouraged to nominate potential members for consideration. Future members should include (but are not limited to) lawyers, accountants, business owners and educators.

7. New Business – None

8. Unfinished Business -

a) Elevator maintenance & repair – approve contract
Upon committee recommendation, a motion was made (Maggie Scorse/Ned Lindstrom), passed and carried authorizing Tina Scott (ED) to accept the 5 year contract as proposed by Elevator Maintenance.

9. Executive Session –

A motion was made (Joni Blackman/Lynn Warner), passed and carried to enter into Executive Session at 5:56. A motion to exit at 6:29 was made (Lynn Warner/Ned Lindstrom), passed and carried.

10 Next meeting is Thursday, December 21, 2017 in the Fireplace Room. Meeting was adjourned at 6:30pm.

Respectfully Submitted by
Micki McCray
Secretary