

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

1. President, Tom Rankin called to order the Board of Trustees Meeting at 5:20PM.
Present: Micki McCray, Joni Blackman, Ned Lindstrom, Maggie Scorse and Lynn Warner and Kris Denslow
Staff present: Tina Scott and Janet Messel
2. Public Comment – 2 in attendance, no one spoke.
3. President's Address – President Thomas Rankin noted that as promised, the Prendergast Family artwork is being hung in the Fire Place Room. He also reported that the original family book collection is also being displayed. As the Fire Place Room was the original Library Reading Room, this seemed the perfect way to honor both collections.

After 9 years of service, Tom has served the maximum time allowed by the bylaws and must leave the board. He called his time served a “time of change and transformation” and thanked the Board and ED Tina Scott for working so diligently with him to ensure the future success of the Library.

4. Consent Agenda –

With the change of adding item 8e, the agenda was passed.

5. Treasurer's Report –

Tina Scott (ED) presented the financials for November.

a) City Funding – The city of Jamestown passed the 2018 budget with \$50,000 included for the library. This is a cut of over 86% in two years.

6. Director's Report –

ED Tina Scott presented the highlights from the past month. Included were: as a result of the yearlong extensive updating and weeding process, our collection looks brighter, cleaner and more attractive; Tina had a busy month in and out of the Library with several meetings throughout the community; The Sheldon Foundation awarded JPL an unrestricted grant in the amount of \$80,000 to be used in 2018; a \$10,000 eBook grant to the Jesse Smith Darrah Foundation was approved and will be put towards our 2018 materials budget; the “Charles Dickens” fundraiser was a success, raising over \$2400 with over 200 attendees; the Wine & Craft event held on December 7 had 12 attendees and raised \$240. Attendees asked for more events like this in the future; Programming continues to increase in both number of programs and number of attendees (111 programs/1,012 attendees for November); and volunteer hours totaled just over 24 for the month and 855 year to date.

7. Election of Officers -

A motion was made (Ned Lindstrom/Maggie Scorse), passed and carried to accept the Nominating Committee's proposed slate of Officers for 2018. Officers for 2018 will be:

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

8. New Business –

a) 2018 Budget – A motion was made (Kris Denslow/ Lynn Warner), passed and carried to accept the budget as presented by (ED) Tina Scott.

b) Post Auction offers – The Finance Committee has reviewed the 3 post auction offers received. All 3 offers were well below our previously set reserve prices and the committee recommended refusing said offers. A motion was made (Joni Blackman/Kris Denslow), passed and carried to accept the committee’s recommendation and hold all 3 pieces for future auction.

c) Construction grant award – 2 bids were returned regarding the window replacement project (D&S Glass and Jens Glass). A motion was made (Maggie Scorse/Joni Blackman), passed and carried to accept the bid of \$111,700 presented by Jens Glass. Tina Scott (ED) was authorized to sign all necessary documents related to the securing the bid.

d) NY Family Leave – Tina Scott (ED) informed the Board that as an Association Member Library, we are required by NYS law to provide Family Leave. This is an employee funded benefit. All staff has been made aware of the new policy and related payroll deductions.

e) Holiday Bonus – With the current budget restraints, we do not have the ability to offer any 2018 raises. However, President Rankin reported that a small amount of discretionary funds (\$900) were available to purchase gift cards for each of the staff. A motion was made (Ned Lindstrom/Lynn Warner), passed and carried that Tom and Tina present each employee with a Holiday Bonus as a thank you for all their efforts over the past challenging year.

9. Unfinished Business - None

10. 2018 Board Meeting Dates (all 3rd Thursdays at 5:15pm)

January 18	April 19	July 19	October 18
February 16	May 17	August 16	November 15
March 15	June 21	September 20	December 20

11. Next meeting is Thursday, January 18, 2018 in the Fireplace Room. Meeting was adjourned at 6:08pm.

Respectfully Submitted by
Micki McCray
Secretary