

**James Prendergast Library Association
Board of Trustees
Minutes of the Meeting Held on September 19, 2019**

1. President, Joni Blackman called to order the Board of Trustees Meeting at 5:17PM.

Present: Kris Denslow, Rob Hewitt, Maggie Scorse, Ned Lindstrom, Lori Fabritius, Mike Corey, Micki McCray, Dan Hickman and Lynn Warner

Absent: Frank Corapi

Staff present: Tina Scott

2. Public Comment – None
3. Consent Agenda – A motion was made (Rob Hewitt/Ned Lindstrom), passed and carried to accept the agenda as listed after adding item #8f (Strategic Plan Update) and approve the minutes of the previous meeting.

4. Treasurer’s Report -

ED Tina Scott presented the financials for August (financials for June and July were emailed to Board members previous to today’s meeting. There were no questions regarding those reports). She stated that overall figures are within expected ranges. A motion was made (Maggie Scorse/Kris Denslow), passed and carried to accept and file said report.

5. Fundraising Report –

It was noted that Mike Randall will once again perform “A Christmas Carole”. The show will be held on Sunday, December 15th at 2pm in The Spire Theater. A Fundraising Committee meeting will be held in the near future.

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 the Chautauqua Cattaraugus System hiring of a new Outreach Coordinator (Jennifer “LJ” Taylor); the Summer Reading Outreach program that involved the 5 local elementary school literacy camps and included delivering books, recording minutes read and the use of our Mobile Makerspace programing (and pizza for the winners of most minutes read!); there were 131 programs with 1924 attendees during the month of August; we were awarded a Mini Outreach Grant from CCLS for \$1000 to continue our outreach with local senior centers; and 41.5 volunteer hours were recorded.

- a) 2019 Summer Reading Program Report –
The Summer Reading Program ran for 8 weeks during the summer months. There were 1117 participants who recorded 390,548 minutes of reading and the Makerspace participation increased 148% over last year (447/2018 to 1109/2019).
- b) Official Notice that the 2019 “Creating Comfort Responsibly” Construction Grant has been approved by the NYS Education Dept. has been received. This grant will cover the costs of replacing the remaining windows, add sound baffles to the Johnson meeting room, switch out our old fire panel

and covert all lightbulbs to LED. JPL needs to fund \$70,000 towards this grant. Currently we have \$55,000 and are working on raising the remaining \$15,000.

7. Nominating Committee –

- a) 5 Trustees' terms expire 12/31/19: Joni Blackman, Lynn Warner, Ned Lindstrom, Maggie Scorse (all eligible for re-election) and Kris Denslow (not eligible for re-election). According to the by-laws, the Committee makes a report to the Board at its November meeting; the election is held at the annual meeting in December. The Committee chairperson is VP Lynn Warner and consists of Maggie Scorse and Dan Hickman. Members up for re-election were asked to stay and need to let Lynn Warner know their decision. Anyone with suggestions for new board members should contact Lynn Warner.

8. New Business –

- a) 2020 Budget request to the City of Jamestown – approval
A motion was made (Ned Lindstrom/Maggie Scorse), passed and carried to approve the 2020 Budget request to the City of Jamestown as presented by ED Tina Scott.
- b) Funding cut news article approval – tabled until October meeting
- c) CCLS will hold its Annual Meeting, Wed, Oct 9th at the Harbor Hotel. Invitation attached. Mary Jean Jakubowski, Library Director of the Buffalo & Erie County Public Library System and Jan Dekoff, Executive Director of CCLS will discuss “Libraries and the 2020 Census”. Please let Tina know if you plan on attending.
- d) The annual Murray Bob Lecture will be held Thursday, October 10th at JPL. Murray's son, Daniel Bob, a Visiting Scholar at the Reischauer Center of East Asian Studies at the John Hopkins University School of Advanced International Studies, is this year's speaker. The lecture is titled “US Politics and American Policy Toward East Asia”. This is free to the public and all are welcome to attend.
- e) 2019-2021 Construction grant application approval – Chimney Repair
Tabled until October meeting.
- f) Strategic Plan Update –
Our current plan runs through December 2019. We will need to establish a new plan. President Joni Blackman will set up a ½ day workshop with the help of CCLS that involves staff, Board members and community input. More details will follow.

9. Unfinished Business –

- a) CCLS Lease Update –
Both JPL and CCLS sub committees have met. JPL presented a 3-year lease option, CCLS counter offered and JPL rejected that counter offer. Both committees will meet again with expectations of having a final lease approved by JPL at the October meeting.

- b) Maintenance of effort waiver process update –
The City of Jamestown has provided the 2015 information that was requested. We are currently waiting for State approval of the waiver.

10. Next meeting is October 17, 2019 in the Fireplace Room.

A motion was made (Mike Corey/Kris Denslow), passed and carried to adjourn the meeting at 5:52pm.

Respectfully Submitted by
Micki McCray
Secretary