

**James Prendergast Library Association
Board of Trustees
Minutes of the Meeting Held on November 21, 2019**

1. President, Joni Blackman called to order the Board of Trustees Meeting at 5:15PM.
Present: Kris Denslow, Maggie Scorse, Ned Lindstrom, Lori Fabritius, Mike Corey, Micki McCray, Lynn Warner, Rob Hewitt and Dan Hickman
Absent: Frank Corapi
Staff present: Tina Scott, and Janet Mescall
2. Public Comment – None
3. Consent Agenda – A motion was made (Kris Denslow/Mike Corey), passed and carried to accept the agenda as listed and to approve the minutes of the previous meeting.
4. Executive Session – A motion was made (Rob Hewitt/Dan Hickman), passed and carried to enter into Executive Session at 5:22pm to discuss a personnel matter. A motion was made (Lynn Warner/Rob Hewitt), passed and carried to exit the Executive Session at 5:37pm.
5. Unfinished Business –
 - a) Maintenance of Effort – Additional materials needed as part of the MOE Waiver Request Packet:
 - i. Final Version of the 3-year compliance action plan, with date approved by the Library Board.
 - ii. Copy of the official Board Minutes documenting approval of 3 year Compliance Action Plan
 - iii. Cover letter from the Library Board explaining why the MOE Waiver is needed, signed by all Board Members and notarized.

A motion was made (Dan Hickman/Kris Denslow), passed and carried approving the final version of the 3-year Compliance Action Plan as presented by ED Tina Scott. (see attached)

ED Tina Scott will comply with the request.
 - b) Audit Report Update –
Tabled until the December meeting
6. New Business –
 - a) Assigning Thirion painting to Stair Galleries after buyer reneged –
A motion was made (Maggie Scorse/Mike Corey), passed and carried to accept Sotheby's recommendation and assign the Thirion painting (auction estimate \$12,000-18,000) to Stair Galleries for auction with no reserve.
 - b) Library Associate III position approval –
A motion was made (Lynn Warner/Maggie Scorse), passed and carried to approve the addition of a staff position as recommended by ED Tina Scott at the proposed budget allowance.

- c) Approval to purchase new snow blower –
A motion was made (Kris Denslow/Lynn Warner), passed and carried authorizing ED Tina Scott to spend up to \$2000 in purchasing a new snow blower.

7. Treasurer's Report –

Kris Denslow (Treasurer) presented the financials for October. She stated that overall figures are within expected ranges, however did question Line 1240 DUE FROM CCLS \$31,209.58. ED Tina Scott will look into this figure and have a full explanation at the December meeting. A motion was made (Mike Corey/Lori Fabritius), passed and carried to accept and file said report.

8. Fundraising Report –

- a) Fundraising results to date –
Currently we have raised \$82,000. This is \$20,000 short of the yearly goal but it was noted that the Fundraising Letters will be mailed out next week and there is a fundraising event being held on December 15th.
- b) Fundraising letters are being processed –
Letters are being printed and addressed and will be mailed out with the next 10 days.
- c) Charles Dickens presents a Christmas Story @ the Spire Theater on Sunday, December 15th at 2:00pm. Sponsors needed.
Sponsors and volunteers are needed for this event. The cost to us is \$750 for the show and \$750 for the theater. Several suggestions were made for sponsors and Board members will follow up. Tina Scott will also pursue a Field of Interest Grant if needed. Various Board members will handle the 50/50 raffle, the book table and be the Welcome committee on the 15th.

9. Nominating Committee Report –

The Committee (Dan Hickman, Lynn Warner and Maggie Scorse) recently met with 2 new Board applicants. Both applicants were considered to be strong candidates and the Committee recommended nominating both to the Board.

A motion was made (Lynn Warner/Kris Denslow), passed and carried to accept the Nominating Committee's recommendation to accept Kathleen (Cassie) Blakeslee to the JPL Board as of 1/1/20.

A motion was made (Lynn Warner/Lori Fabritius), passed and carried to accept the Nominating Committee's recommendation to accept Mary Zdrojewski to the JPL Board as of 1/1/20.

10. Director's Report –

Library Manager, Annie Green gave the report in Tina's absence (ED Tina Scott and Secretary, Micki McCray left early to attend a fundraising event being held offsite). She noted that the report had been sent to all Board Members in advance and asked if there were any questions. Mike Corey asked for a brief description of the Volunteer program. She explained that she is the coordinator for the current 10 volunteers and their duties include maintaining the ongoing book sale and helping to clean the library when needed. Highlights included the

Halloween story time event held on October 24th; the highly successful partnership between JPL and Striders; by adjusting the system of distributing snacks to the afterschool children, the staff is now able to spend even more time participating in STEM activities; we have submitted an \$80,000 grant request to the Sheldon Foundation for assistance with operating funds for 2020 and there were 208 programs/meetings with 1123 attendees during the month of October.

11. Next meeting is December 19, 2019 in the Fireplace Room.

A motion was made (Kris Denslow/Lynn Warner), passed and carried to adjourn the meeting at 6:10pm.

Respectfully Submitted by
Micki McCray
Secretary