

**James Prendergast Library Association
Board of Trustees
Minutes of the Meeting Held on March 18, 2021
Via Teleconferencing due to Covid 19/Corona Virus restrictions**

President, Dan Hickman called to order the Board of Trustees Meeting at 5:17PM.

Present: Micki McCray, Maggie Scorse, Lori Fabritius, Mike Corey, Lynn Warner, Mary Zdrojewski, Joni Blackman and Cassie Blakeslee

Absent: Ned Lindstrom and Frank Corapi

Staff present: Annie Greene, Janet Mescall, Jennifer Champ, Jessica Golden and Tress Williams

1. Public present – None

Special Note: President Dan Hickman took the opportunity to extend a thank you to immediate past President, Joni Blackman, for all of her work as President (2018-2020). He noted her dedication, time commitment, expertise and knowledge offered to JPL was greatly appreciated by staff and fellow board members. In appreciation, he presented her with gifts on behalf of the staff and board members.

2. Consent Agenda – A motion was made (Joni Blackman/Maggie Scorse), passed and carried to accept the agenda as listed and to approve the minutes of the previous meeting.

3. Brief Staff Presentation - ED Annie Greene introduced Library Associate Jessica Golden. Ms. Golden spoke on the Library's Poetry Project, which runs now through April and is open to students in grades K-8. The theme is "Community" and students are asked to submit a poem that reflects their idea of their community and their place in it. All students who participate will receive a certificate and a free book. The entrees will be highlighted in an online book that will be found on the JPL website. One child from each grade/age group (K-2, 3-5 and 6-8) will be chosen for special recognition and receive a gift certificate from the local bookstore – Off the Beaten Path. Ms. Golden said the Library chose this event to help local children learn to creatively express themselves.

4. Director's Report/Statistics – (February)

Annie Greene (ED) noted that the report had been sent to all Board members prior to the meeting and asked if there were any questions. She noted highlights included the continued success of our storytime videos (14 events with 227 views within 24 hours of posting); we are in the process of distributing a survey to assess public opinions about our fiction collection and their reading preferences. To date over 50 surveys have been received; our link to the new Consumer Reports database is now live; we are working with Jamestown Rotary Club to provide books from our book sale to be used in local laundry mats for children to read; a \$10,000 grant was submitted to CRCF requesting funds for large print and audiobooks for use by our low vision and/or vision impaired patrons; and we have submitted a \$14,500 grant to the Sheldon Foundation requesting assistance to upgrade our dated surveillance camera system.

5. Fundraising Report –

ED, Annie Greene reported that the Fundraising Committee met on February 23rd. She announced our 1st event will be the "1st Annual Jim Roselle Scavenger Hunt" on May 22nd. The cost is \$20/person to enter (children under 12 will be free). Plans include awarding gifts from local businesses and providing each contestant with a JPL tote bag and book sale gift certificate. Letters will be sent out next week to area businesses looking for sponsorships and donations.

6. Treasurer's Report –

Treasurer, Mike Corey presented the monthly financials for February. He indicated that all areas were within expected ranges with cash sources reporting very low. He pointed out this was to be expected – our main source of income is from the city of Jamestown School District and will not post until 4th quarter. A motion was made (Lynn Warner/Maggie Scorse), passed and carried to accept and file said report.

7. New Business –

a. Collection Development Policy -

To facilitate our 2021 Strategic Plan, ED Annie Greene presented a new Collection Development Policy. A motion was made (Mike Corey/Lori Fabritius), passed and carried to accept the Policy as presented.

b. 2020 Annual Report –

The NYS Library requires all Libraries to file an annual report. The report has been reviewed and approved by CCLS. It now needs to be approved by the JPL Board and submitted. A motion was made (Maggie Scorse/Lori Fabritius), passed and carried to approve the Annual Report as presented by ED Annie Greene.

Special Note: It was noted that all numbers were skewed due to the state mandated closure due to Covid. While in person visits were understandably down, our digital/electronic collection now numbers over 18,500.

8. Unfinished Business –

President Dan Hickman noted that he and Annie Greene met earlier this week with our investment representative, Tim Edborg regarding the Endowment Fund. They were very pleased with the handling of the account. He acknowledged the excellent monitoring of these funds by our Treasurer, Mike Corey and commended ED Annie Greene on her consistent and successful maintenance of expenses.

9. Next meeting is April 15, 2021 – meeting place TBD

10. A motion was made (Mike Corey/Lynn Warner), passed and carried to adjourn the meeting at 5:45pm.

Respectfully Submitted by
Micki McCray
Secretary