

James Prendergast Library Association

Board of Trustees

Minutes of the meeting held on January 20, 2022

President, Dan Hickman, called to order the Board of Trustee meeting at 5:15 pm

Present in person or virtual: Elizabeth Margarito, Joni Blackman, Ned Lindstrom, Mike Corey, Cassie Blakeslee, Frank Corapi, Jessica Carr, Abby Soffel, Mary Zdrojewski

Absent: Judy Long

Staff present: Anne Greene, Kristy Bemis, Jenn Champ

Public: None Present

Agenda Topics:

1. Public Comment – No Comment

2. Consent Agenda

a. No changes or additions to agenda were made.

Motion made to approve by Joni Blackman. Second by Frank Corapi. Y-0 N-0

b. Approval of previous minutes Y-10 N-0

3. Director's Report – Anne Greene

a. On December 2nd, the annual Murry L. Bob lecture was held. Sony Ton-Aime was the speaker. He is the director of Literary Arts at Chautauqua Institution. Thirty-eight people were in attendance. Afterwards, participants created poems with the Chautauqua Mobile Poetry Makerspace.

b. CBA spending for 2021 has been completed and additions include access to the Wall Street Journal online, and restoring three newspaper subscriptions that were cut due to budget constraints in previous years.

c. On December 27th, the library partnered with the Chautauqua County Humane Society to hold a free pet food distribution drive up event in the library's parking lot. Over 7,000 pounds of food was distributed and 941 dogs and cats were served!

d. We delivered seven boxes of new Scholastic books from the 2021 Cummins literacy grant to the St. Susan center before the holidays. The books were distributed during the St. Susan holiday meal program.

e. We were awarded a grant from Cummins for the 2022 Summer Reading Program and Early Literacy Outreach. The \$6,652.06 will be used to purchase books to give out at community events and during our Summer Reading Program.

f. We received a \$650.00 grant from the Chautauqua – Cattaraugus Library System to help fund our ongoing crafting club that meets on Thursday evenings.

g. Danielle Bertolini was appointed Assistant Library Manager as Jennifer Champ's new title is now Community Outreach and Programming Manager.

4. Treasurer's Report

- a. Endowment is up 14% compared to last year.
- b. We received the Jamestown City School district funding.

Motion made to approve the report by Frank Corapi. Second by Elizabeth Margarito. Y-10 N-0

5. Finance Committee Report – Treasure, Mike Corey

- a. Recommended we use Bahgat & Laurito –Bahgat for the annual Audit. Three agencies were considered.

Motion made by Frank Corapi to accept recommendation. Second by Mike Corry. Y-10 N-0

6. Fundraising Committee Report – Chair, Cassie Blakeslee

- a. 2022 Fundraising plan discussed noting events planned throughout the 2022 year. The board will support the plan in a variety of ways.

Motion to accept 2022 Fundraising plan, Joni Blackman. Second by Mary Zdrojewski. Y-10 N-0

7. Strategic Planning Committee – Anne Greene reviewed 2021 Progress Report

- a. Report is available on the website.

Motion to accept the report, Mike Corry. Second by Liz Margarito. Y-10 N-0

8. New Business

- a. Anne Greene brought forward the Conflict of Interest form that needs updated and approval by the board. All board members will sign the Conflict of Interest.

Motion to accept the updated Conflict of Interest form, Mike Corry. Second by Jessica Carr. Y-10 N-0

- b. Resolution that CBA funds from 2021, received in 2021, were expended for adult nonfiction and foreign language materials in print, non-print, and electronic formats.

Motion to accept, Joni Blackman. Second by Mike Corry. Y-10 N-0

- c. Staff Day will be held Friday May 6th - the library will be closed this day.

Motion to approve Staff Day, Jessica Carr. Second by Mike Corry. Y-10 N-0

9. No Unfinished Business.

10. Next Hybrid meeting is February 17, 2022.

11. A motion was made by Joni Blackman and second by Liz Margarito to end the meeting at 5:52 pm.