

James Prendergast Library
Board of Trustees Meeting
January 19, 2023

Board members in attendance (in person or virtual):

Dan Hickman

Cassie Blakeslee

Michael Corey (virtual)

Jessica Carr

Frank Corapi

Mary Zdrojewski

Judy Long (virtual)

Cindy Johnson

Matt Mancuso

Absent: Ned Lindstrom

Staff Present: Anne Greene

Public: none

Meeting Called to order at 5:19 PM by President Dan Hickman

1. Public comment – None
2. Consent Agenda:
 - a. No changes or additions
 - b. Acceptance of minutes of the last meeting
 - i. Motion made by Frank Corapi *Y-9 N-0*
3. Directors Report: Anne Greene

- a. Murray L. Bob Lecture: Lisa French, Field and Fork Network’s Co-Founder and Executive Director spoke about Food insecurity in New York State. Linnea Haskin, Director Jamestown Public Market, spoke about the impact of Field and Fork locally. The lecture was complemented by a reception featuring locally grown foods provided by the Public Market.
- b. Greens Workshop: We had 48 patrons attend our first greens workshop and the participants made beautiful holiday swags using fresh greens. We received a lot of positive feedback from attendees.
- c. Gingerbread Program: Our annual Gingerbread Program welcomed 30 adults and 62 children. The Makerspace was also open for drop-in play to promote the space to more families and 48 children and adults visited the space.

Increases:

Category	% Increased	December 2022	November 2022	Notes
Total Library Circulation	7.8%	155,805	144,568	
Library Visits	12.5%	8,293	7,370	
Total Computer Logins	7.0%	1,143	1,068	
Total Program Attendance	9.0%	879	829	

Decreases:

Total Database Usage	-47.5%	491	935	
Total # of programs offered	-6.3%	90	96	
Total Reference Questions	-5.8%	7,988	8,484	

4. Treasurer’s Report: Mike Corey

- a. We received the 350,000 from the Jamestown Public School district.

b. Our finances overall look good

- i. Motion to accept the financial report made by Cindy Jonson, second by Judy Long Y-9 N-0

5. Strategic Plan Committee Report:

- a. 2022/23 Strategic Plan Report: This is year two of our strategic plan and next year we will provide a cumulative report. We documented our 2022 investments that have resulted in us accomplishing our strategic plan goals. We also provided various metrics for a visual of our progress. We are all very excited about the work that we do and very proud of our team.

6. New Business:

a. Conflict of Interest

- i. Each Board member needs to sign our Conflict-of-Interest form for 2023.

b. Resolution that CBA funds received from 2022 in 2022 were expended for Adult nonfiction and foreign language materials in print, non-print, and electronic formats.

- i. Motion to approve made by Frank Corapi, second by Judy Long Y-9 N-0

c. Staff Day, May 5th

- ii. We will close the library for the day and hold trainings for the staff on Friday, May 5th.

- iii. Motion to approve made by Jessica Carr, second by Mary Zdrojewski Y-9 N-0

d. Disaster Plan

i. No changes to the policy other than staffing and phone numbers

ii. Motion to approve made by Frank Corapi, second by Cindy Johnson

Y-9 N-0

7. Unfinished Business:

a. Correction to November 17, 2022 Board Meeting minutes: we inadvertently left out of the November 17, 2022 Board meeting minutes that the By-Laws were reviewed at that Board of Trustees meeting. It will be on record in today's meeting minutes that these were in fact reviewed at that time.

8. Next meeting is February 16, 2023

9. Meeting called to a close at 5:40 pm by Judy Long *Y-9 N-0*