

AGENDA
BOARD OF TRUSTEES
Monthly Meeting
August 17, 2023
6:30 P.M.

- Kathryn Boswell <stphilips@live.com>
 - Alice David <adavid@stlawu.edu>
 - Denise DiVincenzo <mdivince@twcnny.rr.com>
 - David Fenton <dhfenton@twcnny.rr.com>
 - Leonard Halpern <leonardhalpern10@gmail.com>
 - Kathleen Hartman <hartmka503@gmail.com>
 - Amanda Jones <nowlib@ncls.org>
 - Steve Murray <walnuttoy2001@yahoo.com>
 - Holly Scott <hollis.scott@gmail.com>
 - Bridget Osypiewski <bosypiewski@stlawu.edu>
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- Members in attendance: David, Leonard, Alice, Kathryn, Kathleen, Bridget, Holly, Steve, Denise. Also in attendance, Amanda (director).
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- Call to Order at 6:31 by president Alice

Consent Agenda: Official Motion to Accept the following made by Leonard; second - Bridget

- Minutes 07/20/2023 Board Meeting.
- Financial Reports
- Director's Report (includes personnel forms and library policies)
 - Library Outreach Committee Report
 - NPL Friends Report
 - Motion passed unanimously

Monthly Audit Invoices/Payments: Audited by Kathleen Hartman

- Motion to pay made by Kathryn; second - David.
- Motion passed unanimously

Old Business:

- IRS issue – update

- o Amanda has requested a written statement showing settlement, but accountant says there is no written resolution. Business is handled by phone and he seems confident the matter is settled.
- Northern Doors – installation of new switch on ADA door assist
 - o Switch will be installed on Monday. If it doesn't work, board recommends another installer be contacted such as NCC or AllTech to install a whole new door and frame.
- Construction grant deadline has been extended to 8/31/23. Amanda will search for contractor bids for a generator and may be able to apply with this new extension.

New Business:

- Trustee training with Matt Corey in September - Amanda is in the process of planning both date, time, and topics to be addressed. He could possibly come in either before or after a board meeting and there is a possibility of inviting board members from other local libraries. There are also online training opportunities.
- Trustee Education Policy should be added to our website -template available from NCLS
 - o Training events through NCLS here:
<https://ncls.libcal.com/calendar?cid=10796&t=g&d=0000-00-00&cal=10796&inc=0>
- Strategize with Stats webinar takeaways (Alice attended on 8/10)
 - o presentation included aggregate annual report data from 65 districts including circulation, patron count, etc
 - o takeaway - we should look at our annual report data, compare to the aggregate to use data in articulating funding needs. Discussion surrounding possible need for new staff member to increase programming, but NPL space could preclude this.

Adjournment motion made by Kathleen and seconded by David at 7:24; passed unanimously.

Next Board Meeting: September 21, 2023, 6:30 P.M., NPL Library

Respectfully submitted,

Holly Scott, board secretary