

Lansing Community Library Board of Trustees Minutes February 23, 2022

Attending via Zoom: Trustees Barber, Eisenhut, Gossett, Huber-Hwang, Patrician, Rigdon, Schweitzer, Shaffmaster, Trowbridge **Also Attending:** Susie Guttenberger, Megan Williams

I. Call to Order and Welcome – 7:07pm

1. Additions to the Agenda – none
2. The minutes of the January meeting were approved with two corrections.

II. Old Business

A. Policies

1. A motion was made by Trustee Huber-Hwang and seconded by Trustee Trowbridge to reapply the Public Health and Other Emergencies Policy for 30 days. Motion passed 9/0.

2. Masks -LCL continues its policy to ask patrons to wear masks. Staff has received negative feedback from patrons this week. The county has a mask policy in place and the LCL is following Tompkins County. The LCSD is still requiring masks indoors but it is anticipated that this will change soon.

B. Annual Meeting - Trustee Eisenhut will see if the All Saints hall is available for the Annual Meeting on 4/25.

C. The schedule of Trustees attending Friends meetings is as follows:

3/7 - Trowbridge, 4/4 - Rigdon, 5/2 - Eisenhut, 6/6 - Huber-Hwang, 9/12 - Schweitzer, 10/3 - Gossett, 11/15 annual meeting, 12/15 - Huber-Hwang

III. Friends of the LCL Report

Megan Williams gave the report. They will have a chicken BBQ on 5/13. They are looking for help with the spring garden clean up. In addition to the \$3,000 given in January of 2022, the Friends would like to give another grant in the range of \$2-4,000 to spend this year (2022). Susie will meet with Trustees Huber-Hwang and Rigdon to discuss and respond back to the Friends. The Friends are looking to increase their marketing efforts to improve awareness of their work and expand their membership.

IV. Library Director's Report – please see report.

V. Committee Reports

The library was closed for two days due to snow.

Building and Grounds will be meeting with the town planner, supervisor and town board liaison about future building plans for the LCL. The committee will be going the Groton library on 3/17 to learn from their expansion project.

VI. Finance Officer's Report

A. Tax Cap Override - A motion was made by Trustee Trowbridge and seconded by Trustee Rigdon to override the 2023 tax cap. Motion passed 9/0.

B. Approval of February Transactions – A motion was made by Trustee Barber and seconded by Trustee Huber-Hwang to approve the January 2022 transactions. Motion passed 9/0.

C. 2023 Budget Proposal Q&A – After a lengthy discussion, a motion was made by Trustee Huber-Hwang and seconded by Trustee Shaffmaster to approve the 2023 budget as presented with the tax levy increase of \$13,949. Motion passed 9/0. Thanks all around for the collaborative work on this process.

VII. New Business

A. NYS Annual Report Q&A/vote – Susie presented the report. A motion was made by Trustee Huber-Hwang and seconded by Trustee Patrician to approve the NYS Annual Report as submitted by Susie with the requested changes. Motion passed 9/0.

B. LCL 2022 Slate of Officers – The proposed slate is currently: President – Huber-Hwang, Vice President- Gossett, Secretary – Eisenhut, Finance Officer – co-chairs Schweitzer and Shaffmaster. This will be finalized in March. Trustee Ridgon will continue the conversation with board members between meetings.

VIII. Announcements

A. Trustee Candidate Petitions are due by 3/25. Trustee Trowbridge has submitted hers. Trustee Gossett will be placing the required article in the local paper by 3/11.

B. The Library Advocacy Day with NYS representatives will be on 3/2 and will be virtual. To prepare for these meetings there will be a training on 2/28. This information has been sent to trustees.

C. There will be a Trustee Webinar 3/29. The topic is Policies and Risk Management. Pre-registration is required.

IX. **Period of Public Expression** - none

X. **Executive Session** – none

XI. **Adjourn** – The meeting was adjourned at 8:42.