

Lansing Community Library Board of Trustees Minutes October 26, 2022

Attending : Trustees Barber, Eisenhut, Huber-Hwang, Patrician, Rigdon, Shaffmaster,

Also Attending: Susie Gutenberger, Megan Williams

Absent: Trustees Gossett, Schweitzer, Trowbridge

I. Call to Order and Welcome – 7:04pm

1. Additions to the Agenda – none
2. The minutes of the September meeting were approved with one correction.

II. Old Business

Documents to Review

1. Committee Descriptions and Trustee Preferences – Trustees reviewed the updated document for 2022.
2. Long Range Plan – The new 2023-28 document was presented. Many thanks to Trustee Huber-Hwang for her diligence and hard work. The previous document will be archived in the Google shared drive.

III. Friends of LCL - Megan gave the report. The on-line auction met its goal of \$4,800.00. Plans are underway for the Artisan Fair on 12/3-4 at the Town Hall. There was a discussion on how best to move forward with future fundraisers to engage more people and improve community outreach.

IV. Library Director's Report – Please see the report. Much of Susie's focus is on finding grants to fund the expansion project.

V. Committee Reports

A. Building and Grounds/Expansion – Trustee Patrician gave the report. The committee met on 10/25 to discuss the feasibility study and the expansion plan. Two consultants will be engaged to help with the project.

B. Policy – The committee will meet on 11/2.

C. Personnel – The committee is continuing to work on job descriptions.

D. Endowment – Trustee Eisenhut and Susie met with Amy LeViere and George Ferrari from the Community Foundation. Following up on BOT questions regarding our spendable balance, if we forgo granting ourselves the balance for a number of years, we cannot take more than the balance in future years. If we wish to take more than the spendable balance from the fund, the library must have 2/3 of the BOT agree to do so. There is no financial penalty incurred in taking money from the fund.

E. Technology – The library is again still waiting on two new Crome boxes. The mystery router was found in the ceiling of the lower level.

VI. Finance Officer's Report – Trustee Shaffmaster gave the report. **A motion was made by Trustee Barber and seconded by Trustee Rigdon to approve the September transactions. Motion passed 6/0.**

VII. New Business

A. A motion was made by Trustee Barber and seconded by Trustee Patrician to approve the LCL Municipal Corporation Agreement with the Greater Tompkins County Municipal Health Insurance Consortium. Motion passed 6/0. Trustee Gossett will serve as the representative from the LCL.

B. Trustee Candidates – There will be two openings in 2023 for candidates to serve on the BOT. Trustees Huber-Hwang and Rigdon have served 2, 3 year terms. Several names were discussed as possible candidates.

VIII. Announcements

A. Thank you to the BOT members who attended the virtual FLLS annual meeting. Susie is grateful for the support.

B. There will be a Trustee webinar, “Robert’s Rules of Order” on 10/27 with a required registration.

C. Trustees are asked check the Trustee email for the FLLS November newsletter.

D. Trustees are reminded to complete and return the annual Library Director and Board review to Trustee Gossett by 12/1.

E. Please note the change in date for the November meeting – it is Wednesday, 11/16 at 7pm. The Friends may change the date of their annual meeting.

IX. Executive Session - none

X. Period of Public Expression - none

XI. Adjourn – The meeting was adjourned at 8:31pm.