

## Lansing Community Library Board of Trustees Minutes February 13, 2023

### In-Person and via Zoom for Trustee Gossett

**Attending:** Trustees Barber, Eisenhut, Huber-Hwang, Rigdon, Shaffmaster, Trowbridge

**Also Attending:** Susie Gutenberger, Megan Williams, Annie Axtell, David Dier

**Absent:** Trustees Patrician, Schweitzer, Trustee Gossett (attempted to attend on Zoom)

#### **I. Call to Order and Welcome** – 7:06 (technical difficulties with Zoom)

1. Additions to the Agenda – None. Trustee Huber-Hwang introduced David Dier and Annie Axtell, possible trustee candidates.
2. The minutes of the January meeting were approved with two corrections.

#### **II. Unfinished Business**

##### A. Policies to Review

1.Children in the Library Policy and 2.Public Computer Use – **A motion was made by Trustee Barber and seconded by Trustee Rigdon to approve the two amended policies. Motion passed 6/0.**

B. Building and Grounds – Susie met with Andy Sciarabba to continue the discussion of the LCL moving to the Lansing Market building. There will be a study conducted by George Brohouse and paid for by Andy for architectural plans and space design for use of the building. The Expansion Committee will meet in two weeks to review the plans. Susie also met with Andra Benson and Ed LaVigne to gauge the interest from the Town for purchasing the library building.

**III. Friends of LCL Report** – Megan gave the report. The raffle for the quilt is going well. The drawing will take place on 2/27. Program planning is underway for the coming months. The chicken BBQ is set for 6/16. They are planning for a Pie Wheel in August and Costumes and Cocktails in October.

**IV. Library Director's Report** – Please see the Report. Susie will be finishing the State Report, will send it out for Trustees to review, and asks that they vote for approval by 2/20.

#### **V. Committee Reports**

1. Personnel – Job descriptions are being finalized.
2. Policy – The next meeting will be 3/8/23.
3. Building and Grounds – Please see above.

#### **VI. Finance Officer's Report**

A. **A motion was made by Trustee Rigdon and seconded by Trustee Shaffmaster to approve the January transactions. Motion passed 6/0.**

B. 2024 Proposed Budget

**A motion was made by Trustee Huber-Hwang and seconded by Trustee Trowbridge to approve a tax cap override for the 2024 budget. Motion passed 6/0.**

**A motion was made by Trustee Barber and seconded by Trustee Rigdon to approve the 2024 budget as presented by the Finance Committee. Motion passed 6/0.**

#### **VII. New Business**

A. Tax Cap Override – Please see above.

B. Finance Committee Membership – The committee is in need of new members.

C. Trustee Candidates – Trustee Schweitzer will not be running for re-election. Trustee candidates must have their signed petitions returned by 3/25/23.

D. Vote Teams- The first legal notice is due 3/10. Trustee Shaffmaster will be in contact with Trustee Gossett to gather information for the necessary articles to be posted.

E. Update on annual NYS Report - Please see Director's report.

#### **VIII. Announcements**

Trustee Huber-Hwang reminded everyone of the quilt raffle.

We will need the slate of those running for Trustees in March. The vote is in April. The new slate will begin serving in June.

There is a FLLS training on Open Meetings on 2/21 from 5-6:30. Also, please read the recent email from Sarah Glogowski regarding NYS advocacy efforts on behalf of the FLLS.

**IX. Period of Public Expression** – There was discussion regarding the role of Trustee Eisenhut in the decisions concerning the purchase of the Lansing Market building, of which she is a part owner. It was decided that she would remain on the Board but would recuse herself from any vote/discussions regarding the purchase. Any discussions of the building will take place at the end of the BOT meetings, Trustee Eisenhut will be excused and the minutes will be completed by Trustee Barber. Trustees Gossett and Patrician and Sarah Glogowski (who Susie has already been in conversation with regarding this matter) will be consulted before the next meeting to ensure that they are in favor of this going forward. Trustee Eisenhut will also update her Conflict of Interest to reflect this information.

#### **X. Executive Session** -none

**XI. Adjourn** – The meeting was adjourned at 9:09pm