

Lansing Community Library Trustee Meeting Minutes January 31 2024

Via Zoom

Approved 2/28/24

Trustees Attending: Dier, Eisenhut, Gossett, Patrician, Shackell, Shaffmaster

Trustees Absent: Axtell, Barber, Trowbridge

Also Attending: Susie Guttenberger, Megan Williams

I. Call to Order and Welcome 7:04

A. Additions to Agenda – Trustee Gossett paid her most sincere condolences to Maureen Trowbridge on the passing of her husband Craig.

A. The Minutes of the December 2023 meeting were approved.

II. Unfinished Business

III. Friends of LCL Report

This is a slow time of the year for the Friends. The chicken BBQ is set for 5/4/24. At their February meeting they will discuss a new logo. Plans are underway for a bookfair in the spring.

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

V. Committee Reports

Personnel has not met. Building and Grounds met virtually on 1/16. The bathroom renovation is complete. Quotes for the replacement of the boiler are coming in. There was discussion around other heat options (heat pump, geothermal). These would be significantly more costly and would need grant funding. The chimney and the stairs need work but are not an immediate priority. But it will be an expensive repair (+\$10,000). There is a mason currently working on the Groton Library. Susie is hoping to have him work with us in the near future.

VI. Finance Officer's Report

The library will end the year with a surplus of \$5,196. **A motion was made by Trustee Shackell and seconded by Trustee Gossett to move the surplus from capital savings into a CD. Motion passed 6/0**

A motion was made by Trustee Gossett and seconded by Trustee Dier to approve the December 2023 transactions. Motion passed 6/0.

Trustee Dier presented the 2024 payroll budget update. There was an increase in salary and operating expenses that were offset by a grant from the Triad Foundation. The LCL is a contracted Living Wage Employer and the increase was dictated by our contract. This does not include the teen worker position. That position is funded in part by Cornell Cooperative Extension and the County. The LCL budgets 15 hours a week (at the minimum wage) for 2024 for this position.

The Friends will be presenting the LCL with its 2024 contribution at the February meeting.

The 2025 budget was reviewed and discussed. **A motion was made by Trustee Gossett and seconded by Trustee Dier to approve the 2025 budget. Motion passed 6/0.**

VII. New Business

Discussion of the Library Director's goals was moved to the February meeting.

The LCL is requesting \$5,000.00 from The Friends for 2024. Trustee Gossett will put this request in writing.

Trustees Eisenhut and Shaffmaster will not be running for another term. Trustee Patrician will run for another term. Trustees are asked to pursue community members who might be interested serving on the BOT.

The Annual Meeting will be on 4/22 and the vote will be on 4/23. Petitions are due 3/24. Please review the Vote Teams document in the shared drive for assignments. Laurie Hemmings is the Town Board liaison to the library.

The assignments for Friends meetings are: February – Eisenhut, March -Patrician, April – Gossett, May – Shackell, June – TBD, July - Dier

The date for the next BOT meeting is February 28th.

VIII. Announcements

The NYS Annual Report is due in March. This is taking up much of Susie's time.

Trustee Gossett asked everyone to please archive 2023 folders and update the Google shared drive.

IX. Period of Public Expression

Greg Couch, who attended the ZOOM meeting from the library with Trustee Shaffmaster and Susie, introduced himself and was impressed with how much was covered at this BOT meeting.

X. Executive Session – None.

XI. The meeting was adjourned at 8:54pm.