

Fairmount Community Library

Board of Trustees Meeting Minutes

June 15, 2022

Call To Order

- A meeting of the Fairmount Community Library Board of Trustees was held at Fairmount Community Library and virtually via Zoom and was called to order at 7:04 PM.
- Attendees included Becky Ponza (President), Mike Ranieri (Vice President), Rachel Gibson (Secretary), Mary Clifton (Treasurer), Ali Chamberlain (Board Member), Gary Ferner (Board Member), Jennifer Grant (Board Member), and Pete O'Mara (Board Member), and Brenda Shea (Library Director).

Approval of Meeting Minutes

- May meeting minutes were approved unanimously (Gary moved, Pete seconded).

Period for Public Expression

- No members of the public attended the meeting

Treasurer's Report

- Revenue was typical for the month
- Jim Pompo will complete the review for 2021 and every 3 years we will complete a full audit.
- Brenda discussed the tree damage (removal, water damage, electrical repair, etc.) and the costs so far; the hole in the ceiling will be repaired in the near future.

Director's Report

- Brenda reviewed the director's report, and discussed the summer reading program which starts in the coming weeks.
- The Spring Appeal campaign has been extended; book and bake sale brought in over \$700 and was well received. Also, the Library received \$10,000 of unrestricted funding from John Mannion's office; the Board will discuss how to spend or save this money in future months.
- The Board discussed moving forward with the replacement of the roof in the coming months.
- Brenda discussed an intention to apply for the 2023 NYS Construction Grant, which the Board agreed and discussed possibilities for future construction projects.
- Brenda also discussed several outreach opportunities, including a local native Spanish language playgroup, Fairmount/Camillus 4-H club, and more.
- After approving the new HR manual at last month's meeting, Brenda reviewed the changes and additions with the staff.

Old Business

- Community Feedback Survey (Brenda)
 - Brenda discussed possible topics for patron surveys (financial literacy, sustainability, computer literacy, and equipment use / special items).
 - The Board also discussed the future focus on basic skills for all library employees (i.e., basic computer skills, copier usage, etc.).
 - Brenda will develop the survey to be open throughout the summer months for fall programming and offerings.

New Business

- Summer Reading Video (Brenda)
 - Brenda showed the summer reading program video to the Board.
- Senator Manion Visit and Funding (Brenda)
 - See updates as part of the “Director’s Report” section above.

Committee Updates

- HR/Policies (Becky, Mary, Brenda, Lisa)
 - Brenda reviewed updates, including an audit/update of break room posters, training on COVID policy and infectious diseases, and ensuring employee files/records are in compliance with the newly revised HR Policies.
 - There are several other areas of potential improvement/offers that could be looked at in the future (i.e., voluntary benefits, etc.).
- Strategic Planning (Gary, Becky, Jen, Brenda)
 - Nothing reported or discussed.
- Construction/Facility (Rachel, Carol, Lisa, Mike, Brenda)
 - Nothing reported or discussed.
- Personnel/Performance (Ali, Rachel)
 - Nothing reported or discussed.
- Board Development (Gary, Pete)
 - Nothing reported or discussed.

Any Other Business for the Board

- Farmers Market Sign Up
 - The Board discussed sign ups to volunteer for the farmer’s market.
- Trustees Advisory Committee (Becky)
 - Becky was not able to attend the meeting this month.
- Trustee Training
 - The Board reviewed the Strategic Planning Part 2 video to continue Board development.

Adjournment

- Meeting adjourned at 8:27 PM.
- The next meeting is scheduled for July 20, 2022; there will be no meeting in the month of August.