

Chautauqua- Cattaraugus Library System Board of Trustees Meeting

June 8, 2022 Ripley Public Library 6:00pm

MINUTES

Present: Barb Kittle, President; Don Watkins, Vice President; Reed McElfresh, Treasurer; Nancy Padak, Secretary; Paul Benson, Sandy Blood, Don Butler, and Ned Lindstrom, Trustees; Jan Dekoff, CCLS Executive Director

Guests: Robyn Albright, Rhonda Thompson

1. Meeting called to order Barb called meeting to order at 6:03.

2. Public comment (3-minute limit per person): Robyn Albright shared Ripley Newsletters, published monthly. Rhonda Thompson shared information about the construction process at the Ripley Library. Both expressed their appreciation to the Board for their support of the library's remodel with Construction Grant funds.

3. Consent Agenda: Consent agenda items are considered to be routine and are acted on with one motion. Don B./ Sandy moved approval. Passed unanimously.

A. Changes or additions to the agenda: Book allocation formula added to old business.

B. Approval of minutes of previous meeting

4. Treasurer's Report

A. Budget Update : 75% of annual award has been received from Chautauqua County; 50% has been received from Cattaraugus County. No update on state aid. CCLS has received 90% of ARPA funding. Remaining 10% will be granted at end of project. CCLS has received summer reading grants from all 3 community foundations, thanks to LJ.

Expenses are fairly straightforward. Hardware- \$1300 over budget because of replacing staff computers. Second Book Plan payment has been sent out to libraries. ARPA: our purchases, reimbursing Fenton, and some staff costs charged to grant. We are at about 65% of budgeted amount for 2022, which is good. Nothing out of ordinary on balance sheet.

Q: Why was cd liquidated?-- because no state funding has yet been received.

Reed/ Don W. moved approval of Treasurers' Report. Passed unanimously.

5. Old Business

A. New Board Member: Cattaraugus County: still down one board member. Paul offered to contact the Seneca Nation to see if they could recommend someone from Catt County to be on the Board. Paul/Nancy moved approval of Sandy as Trustee for a partial term (June 2022—December 2026). Passed unanimously.

B. Rental Agreement with James Prendergast Library—Their lease committee has met; recommending 5.4% increase (from \$56,000 to \$59,000). No rationale provided. Our lease committee will meet to discuss. Paul would like to be on the committee, when formed, to look at the possibility of relocating the System Office to another location. Q: Ned asked about desired improvements. Board discussion centered around the possibility of looking for alternate building sometime in the next few years. Perhaps work with architect?

C. Book allocation formula: will set meeting soon.

6. New Business

A. Juneteenth (Holiday Observance): now a federal and state holiday. Observed on 6/20 this year. Staff get 14 holidays. For 2023, may swap out Good Friday, Christmas Eve, New Year's Eve, or Columbus Day for Juneteenth. We decided to give Juneteenth as a holiday this year and decide for next year which of the non-mandated holidays may be eliminated. Will still be 14 paid holidays. Jan will check on staff opinions. Sandy/Don W. moved approval of Juneteenth 6/20/22 as a paid holiday for CCLS staff. Motion passed with one abstention.

B. 2022 Construction Aid: Jan developed 2 documents to assist directors—timelines, suggestions, and more information. Presentations and discussion will be in the Fireplace Room on July 27, beginning at 3 p.m. We have \$797,433 to award.

7. Director's Report: A. Report on System activities – Janice Dekoff – System annual report was resubmitted with minor changes. Jan has been helping some libraries with closing out construction grants. Summer Roadtrip Passports have been distributed to all member libraries.

Reed/ Nancy moved adjournment. Passed unanimously. Meeting adjourned 7:22.

Date of next meeting: Wednesday August 10, 2022 – 6:00, Lakewood Memorial Library.