

Chautauqua-Cattaraugus Library System

Board of Trustees Meeting

February 8, 2023 Randolph Library 6:00 pm

Attendance:

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

Absent: Paul Benson, Reed McElfresh

Guest: Ed Erhart, Steve Crowley

AGENDA

1. Meeting called to order. Don called the meeting to order at 6:00

2. Public comment (3-minute limit per person). None

3. Consent Agenda: Consent agenda items are considered to be routine and are acted on with one motion.

A. Changes or additions to the agenda. No sustainability conversation because of Reed's absence.

B. Approval of minutes of previous meeting

Sandy/ Barb moved to approve consent agenda. Passed unanimously.

4. Treasurer's Report

A. Budget Update: We ended 2022 well. More interest earned and ILL charges than expected. Jan explained expenditures for several line items. For 2023—interest earnings are starting out high; income and expenses as expected. ARPA grant finishing. Don B./ Sandy moved to approve treasurer's report. Passed unanimously.

5. Unfinished Business

A. New Board Member: Cattaraugus County, Steve Crowley from Ellicottville will be joining the Board. Don B/ Barb nominated Steve as a Board Member. Passed unanimously.

6. New Business

A. Oath of Office (Paul Benson, Donald Butler, Barbara Kittle). Don, Barb, and Steve completed Oath of Office forms.

B. Trustee Conflict of Interest forms were distributed and collected.

C. CCLS Financial Sustainability: tabled.

D. CCLS Director Evaluation: Don distributed a draft for Director/ Trustee Evaluation based on recently approved long range plan. Nancy/Ned moved that the evaluation plan consist of a) Jan's self-evaluation (due mid-March), and b) Board, CCLS staff, and Director Survey Monkey revision based on long term plans (also due mid-March). Nancy and Don will work on the Survey Monkey revision. Passed 5-1.

7. Director's Report:

A. Report on System activities – Janice Dekoff. Looking for a new delivery driver. Annual reports due to state mid-March. February 17 deadline for member libraries. Barb asked for summaries across libraries for pertinent data. 259 plans proceeding well. Library Advocacy Day in Albany at the end of the month. Olean disagreed with new book plan allocations. The Board appreciates Jan's response and stands behind its decisions.

Barb moved adjournment. Meeting adjourned 6:29.

Date of next meeting: Wednesday April 12, 2023 – 6:00, Randolph Library