

## Chautauqua-Cattaraugus Library System Board of Trustees Meeting

August 9, 2023 Cattaraugus Free Library 6:00 pm

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

Guest: Ed Erhart

### AGENDA

1. Meeting called to order at 6:05

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: none

B. Approval of minutes of previous meeting Reed/ Sandy moved approval of minutes. Passed unanimously.

4. Treasurer's Report

A. Budget Update: Interest rates higher than expected; state money has arrived. Still missing about \$22,000 of budgeted amount from State, which will not arrive because of flat budget. ILL services have increased in popularity. Return funds from E-Rate are coming. We will have a new auditor. First visit likely on or shortly after 8/29. Truck has arrived. May order another truck, if available. Retirement costs are higher than anticipated. Budget committee will be meeting soon. Don B/ Paul moved acceptance of report. Passed unanimously.

5. Unfinished Business

A. 2023 Construction Grants: grant applications were summarized and discussed. Additional information is necessary in one case. Barb/Paul moved that we accept requested amount for all applications (except Chautauqua at a 40/60 split and Prendergast at a lower level). Passed with one opposition.

B. Sustainability: no report

C. Building Committee: Barb reported that the Building Committee has found 401 Clinton St., Jamestown, which looks promising. Leased until September sometime. Staff conversation 8/30 at 10 a.m. in the system office. Prendergast has not inquired about our needs, etc. This conversation might be better after system meeting.

6. New Business

A. Officers for 2024: Sandy/Steve moved same slate of officers for 2024. Passed unanimously.

7. Director's Report:

A. Report on System activities – Janice Dekoff. Lots of work on Construction Grants. Annual reports are finished. Annual Meeting-- Keynote: Marketing for nonprofits. Plus a couple of workshops. Nancy asked if we could provide links to online sessions that staff describe in Jan's report. Annual meeting and trustee handbook sessions good for 2-hour PD requirement (for trustees).

Date of next meeting: Wednesday October 11, 2023 – 5:15, Holiday Valley, Ellicottville, NY Reed/Don B moved adjournment. The meeting adjourned at 7:47.

Respectfully Submitted,

Nancy Padak, Secretary