

**Mount Pleasant Public Library: Board of Trustees Meeting
Minutes of the Meeting of Thursday, October 19, 2023**

Trustees & Liaisons present: Julie Edwards, Mary Ann Quinn, Rebecca Myers, Eric Neuman, Kent Anker, Paul Alvarez (Village Liaison)

Also present:

John Fearon, Library Director; Martha Mesiti, Assistant Library Director

Trustees & Liaisons absent: Frank Casale, Dick Malina, James Riina, Thomas Sialiano (Town Liaison)

Call to order

Administrative: Trustee Edwards called the meeting to order at 7:10 pm.

Minutes

The minutes of the September 28, 2023, Board meeting were approved. Moved by Trustee Neuman, seconded by Trustee Myers, and passed.

Opportunity to Hear from the Public: No members of the public attended the meeting.

Opportunity to Hear from Liaisons

Village Liaison Alvarez commended the Library for its social media posts about programming and resources, and he informed the board that the Village has approved the Library's proposals for a tree and landscaping along Romer Ave. The Village will be facing several major infrastructure projects in the next few years. Trustee Edwards asked what channels of communication there are between the Town and the Village.

Claims of Payment

After discussion, it was moved by Trustee Quinn, and seconded by Trustee Anker, that: It is hereby resolved that, after review, the Library Board approves the following payments for the month of October 2023:

- Invoices charged against Trust & Agency Funds: \$3,510.45
- Invoices charged against the General fund: \$44,366.56
- Invoices paid via the Library credit card: \$1,456.22
- \$52,052.33 to the Town of Mount Pleasant for 2024 Branch Library rent

202310-01 The motion passed.

Directors Report

Director Fearon reviewed Library finances and pointed out that the Library still faces a large bill for NYS Retirement. The Library has incurred various facilities expenses with regard to its flooding problems, renovation of the storage shed, and plantings and landscaping along Romer Ave. The Library has shared its draft budget for 2024 with the Town and Village.

The late September rainstorm resulted in a new round of (and new location for) flooding affecting the lower lobby. The Library will need to trench along the exterior walls of the elevator machine room and install a new sump pit in the machine room. The estimated cost of the remediation is \$15,000 - \$25,000. The Board felt that it was appropriate for the Library, per the IMA, to request funding from the Town and Village for the costs of this repair.

The Library had a booth at Mount Pleasant Day, and staff visited several schools in the Town and Village in September to promote the Library and enroll new members.

The Village approved the planting of a willow oak on the front lawn and of native grasses along the side of the Library. Director Fearon recommended using funds from the Michelle Yaw reserve fund to cover the costs of the tree and, pending approval from the Town and Village, of a memorial plaque for her niece and nephew.

After discussion, it was moved by Trustee Neuman, and seconded by Trustee Myers, that: It is hereby resolved that the Library's 2024 Budget be approved. The budget has total expenditures of \$3,104,661 and a funding request to the municipalities of \$2,969,417.

202310-02 The motion passed.

After discussion, it was moved by Trustee Quinn, and seconded by Trustee Myers, that: It is hereby resolved that Director Fearon be authorized to sign a contract with Regina Landscaping, for an annual fee of \$21,714, for grounds maintenance services for 12 months.

202310-03 The motion passed.

After discussion, it was moved by Trustee Anker, and seconded by Trustee Edwards, that: It is hereby resolved that the Trustee Education Policy be adopted.

202310-04 The motion passed.

After discussion, it was moved by Trustee Neuman, and seconded by Trustee Anker, that:

It is hereby resolved that Director Fearon be authorized to sign the 2024 Service Level Agreement (SLA) with WLS for an annual fee of \$33,263.87.

202310-05 The motion passed.

After discussion, it was moved by Trustee Myers, and seconded by Trustee Quinn, that:

It is hereby resolved that Director Fearon be authorized to sign a contract with Bartlett Tree for landscaping services for a fee of \$3,268.00.

202310-06 The motion passed.

After discussion, it was moved by Trustee Edwards, and seconded by Trustee Anker, that:

It is hereby resolved that, in accordance with the provisions of the Inter-Municipal Agreement, Director Fearon be authorized to make a funding request to the Town and the Village to cover the costs of the now third phase of Library drainage repairs, to address newly discovered drainage problems, at an estimated cost of \$15,000 - \$25,000.

202310-07 The motion passed.

Master Plan Committee

Town Engineer David Smyth has developed a phased plan for implementing renovations and remediation outlined in the Master Plan. While adhering closely overall to the Master Plan, he has broken the project into four phases, with estimated costs for each phase, and with modifications to some problematic Master Plan recommendations. He will present his plan to the Board at its next meeting. The Board briefly discussed eventual next steps for engaging support; breaking down costs into those appropriate for the municipalities and those appropriate for the Library to fund from its reserves; and ways to quantify cost savings that will result from upgraded facilities.

Strategic Plan Committee

The Library's new strategic plan will have four areas of focus: upgrading the building and grounds; materials for the public and support for collection development; programming, with a view to bringing people together; and ensuring that the Library is a welcoming space for all members of our community.

Trustee Myers moved for adjournment at 9:05 pm, seconded by Trustee Anker.

Next regular meeting: Thursday, November 16, at 7:00 pm.

Respectfully submitted,

Mary Ann Quinn, Secretary