



Minutes of the George F. Johnson Memorial Library Board meeting of October 26, 2017

- I. Call to order by President Musa at 7:00 PM.
Present: Christine Brown, Emilie Chang, Joe Ciccarino, Paul Del Rosso, Nadine Herceg, Jen Musa, Jeffrey Ribner, Chris Ryan, Library Director Ed Dunscombe. Absent: Jo Whitney.
- II. Reception of visitors: None.
- III. Approval of minutes from September 21, 2017: Paul moved to accept, Dr. Ribner seconded, carried unanimously.
- IV. Manifest of Bills #5 for October 2017: Nadine moved to accept, Dr. Ribner seconded, carried unanimously.
- V. Financial report: Ed reviewed early expense budget trends, most are running under budget, particularly salaries and audio-visuals. Office supplies, repairs, and books running over. \$1,051,523.02 in library fund at end of September, 2017, \$26,000 more than last year. Nadine moved to accept, Dr. Ribner seconded, carried unanimously.
- VI. Old Business.
 - a. Parking lot: Ed, Paul, Joe and Bob Costello met with Village of Endicott representatives who reported back to the Village Board. Awaiting a response.
 - b. Language learning databases: The online poll launched to assess preferences has garnered only one response. Ed recommends we maintain both products for a year and then reassess.
 - c. New User profile: Ed reported on an option to classify children of parents with delinquent library cards as “New Users.” This is a patron category that limits such patrons to checking out a maximum of two items at a time. General discussion settling on \$75.00 in fines as they amount that will trigger assignment of a patron’s children to this category.
 - d. Personnel Committee: Jen reported on several tools she feels would be useful in the new director search. She appointed Chris to head the committee. Also serving will be Jen, Joe, and Paul.

VII. New Business:

- a. 4CLS Menu of Services: Ed presented a menu of services offered by the Four County Library System along with associated costs.
- b. Elevator service contract: Ed reported on two options from Schindler, and has solicited an offer from Thyssenkrupp.
- c. Staff training: Ed reported on a homeless person training webinar he has purchased access to. General agreement to pay part-time staff up to seven hours to complete the training if they cannot complete it on work time. Full-time staff will complete it on work time.
- d. Meeting with YHPL Director: Ed reported they can wait until 2019 for the next funding vote.
- e. Tablets: Ed reported on the donation of ten computer tablets to the Children's Department.
- f. Paid Family Leave: Ed presented some background on New York's new Paid Family Leave legislation. As a public employer GFJ is not required to offer this benefit. Ed is still seeking information on our options.

VIII. Other Business/Committee Reports: None.

- IX. Adjournment: Nadine motioned to adjourn at 8:28, Dr. Ribner seconded, seconded, carried unanimously.

Emilie Chang, Secretary

Date