



Board of Trustees Meeting
Minutes of Meeting on March 21, 2019

I. Call To Order: Meeting was called to order at 6:33 PM by President Jen Musa.

II. Roll Call/Attendance

- a. Library Trustees Present: President Jen Musa, Vice President Jo Whitney, Secretary Emilie Chang-Jackson, and Trustees Christine Brown, Joe Ciccarino, Nadine Herceg, Dr. Jeffrey Ribner, Dr. Chris Ryan
- b. Library Trustees Excused: Trustee P. Del Rosso
- c. Library Trustees Absent: N/A
- d. Library Staff Present: Library Director Seth Jacobus

III. Approval of meeting agenda for March 21, 2019

MOTION: Trustee Dr. Ribner motioned to approve the agenda of the March 21, 2019 meeting. Seconded by Trustee C. Brown. Motion carried.

YES: 8/8; President Jen Musa, Vice President Jo Whitney, Secretary Emilie Chang-Jackson, and Trustees Christine Brown, Joe Ciccarino, Nadine Herceg, Dr. Jeffrey Ribner, Dr. Chris Ryan

NO: 0/8

IV. Period of Public Expression: N/A

V. Approval of minutes from February 21, 2019 meeting

MOTION: Trustee J. Whitney motioned to approve the minutes from the February 21, 2019 meeting. Seconded by Trustee N. Herceg . Motion carried.

YES: 8/8; President Jen Musa, Vice President Jo Whitney, Secretary Emilie Chang-Jackson, and Trustees Christine Brown, Joe Ciccarino, Nadine Herceg, Dr. Jeffrey Ribner, Dr. Chris Ryan



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NO: 0/8

VI. Manifest #10

MOTION: Trustee N. Herceg motioned to approve Manifest #10. Seconded by Trustee J. Whitney. Motion carried.

YES: 8/8; President Jen Musa, Vice President Jo Whitney, Secretary Emilie Chang-Jackson, and Trustees Christine Brown, Joe Ciccarino, Nadine Herceg, Dr. Jeffrey Ribner, Dr. Chris Ryan

NO: 0/8

VII. Financial report: Reviewed the financial reports through February 2019. The revenues through February 2019 were \$1,041,727.00 and expenses were \$869,411.08. The library fund through February 2019 was \$1,528,845.51.

MOTION: Trustee C. Brown motioned to approve the financial reports through February 2019. Seconded by Trustee Dr. Ribner. Motion carried.

YES: 8/8; President Jen Musa, Vice President Jo Whitney, Secretary Emilie Chang-Jackson, and Trustees Christine Brown, Joe Ciccarino, Nadine Herceg, Dr. Jeffrey Ribner, Dr. Chris Ryan

NO: 0/8

VIII. Old Business

a. Roof – discuss: The board has incorporated the \$15,000 roof repair into the 2019-2020 budget. See below in new Business for more information on the 2019-2020 budget.

b. YHPL-GFJ Library Joint Meeting 2/25/19 – discuss: At the YHPL-GFJ Library joint meeting, there was a major discussion about the timeline of adding a petition to the ballot, as well as the size of the George F. Johnson library requested tax percentage increase for the petition. There was also the



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discussion about the option of voting as one district or two separate districts. The next meeting is scheduled for Monday, March 25, 2019.

c. GFJ budgets(2019-2024): See below in New Business.

d. IMLS grant: The George F. Johnson Library did not receive the IMLS grant to enable wi-fi hotspots. Librarian Ken Roman is working on applying for other grants.

IX. New Business

a. 2019-2020 Budget-approve: The board discussed different scenarios what would decrease the requested tax increase down to 12.9% from the preliminary values of 23%-25%. The proposed increase is currently \$128,712.98, increasing the annual allocation from \$997,775.00 to \$1,126,487.98.

MOTION: Trustee Dr. Ryan motioned to approve the current increase of \$128,712.98. Seconded by Trustee Dr. Ribner. Motion carried.

YES: 8/8; President Jen Musa, Vice President Jo Whitney, Secretary Emilie Chang-Jackson, and Trustees Christine Brown, Joe Ciccarino, Nadine Herceg, Dr. Jeffrey Ribner, Dr. Chris Ryan

NO: 0/8

b. 2018 Annual Report – review & approve: Director Jacobus distributed a copy of the 2018 Annual Report for the board to review.

c. Hours of Operation (8PM): Director Jacobus presented the option of closing the library at 8pm rather than 9pm on the days the library is open late for a savings about \$6,400.00 a year in the budget.



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- d. Copier Lease: Discussed the option of leasing a new color copier/printer for patron use. Director Jacobus will ask the lessor additional questions before a decision is made.

- e. Early Voting Location: The George F. Johnson Library was asked to be an early voting location for Broome County for the 2019 elections. Director Jacobus will ask an elections representative to visit the library to review the facilities.

- f. YALSA Conference – The Young Adult librarian Ken Roman would like to attend the YALSA Conference in Tennessee, taking place November 1, 2019 to November 3, 2019. He is requesting that the library cover some of the expenses for the trip. The board has agreed that the library will cover the registration fee for the conference, up to approximately \$399.

- g. 4CLS Annual Dinner (June 3, 2019): Director Jacobus advised that the 4CLS Annual Dinner is June 3, 2019, in Oneonta, NY. The cost is \$28 per person.

MOTION: Trustee N. Herceg motioned to approve that the library cover the cost of the 4CLS Annual Dinner for up to four representatives of the George F. Johnson Library. Seconded by Trustee Dr. Ribner. Motion carried.

YES: 8/8; President Jen Musa, Vice President Jo Whitney, Secretary Emilie Chang-Jackson, and Trustees Christine Brown, Joe Ciccarino, Nadine Herceg, Dr. Jeffrey Ribner, Dr. Chris Ryan
NO: 0/8

- h. Hoodie Purchase: Director Jacobus presented the option of the board paying for the cost of George F. Johnson hoodies for the library staff as a token of appreciation for the staff. No decision was made.



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X. Executive Session

MOTION: Trustee Dr. Ryan motioned to enter executive session. Seconded by Trustee Dr. Ribner. Motion carried.

YES: 8/8; President Jen Musa, Vice President Jo Whitney, Secretary Emilie Chang-Jackson, and Trustees Christine Brown, Joe Ciccarino, Nadine Herceg, Dr. Jeffrey Ribner, Dr. Chris Ryan
NO: 0/8

Executive Session entered.

MOTION: Trustee Dr. Ribner motioned to exit executive session. Seconded by Trustee J. Ciccarino. Motion carried.

YES: 8/8; President Jen Musa, Vice President Jo Whitney, Secretary Emilie Chang-Jackson, and Trustees Christine Brown, Joe Ciccarino, Nadine Herceg, Dr. Jeffrey Ribner, Dr. Chris Ryan
NO: 0/8

XI. Adjournment

MOTION: Trustee J. Whitney motioned for adjournment at 9:27pm. Seconded by Trustee Dr. Ribner. Motion carried.

YES: 8/8; President Jen Musa, Vice President Jo Whitney, Secretary Emilie Chang-Jackson, and Trustees Christine Brown, Joe Ciccarino, Nadine Herceg, Dr. Jeffrey Ribner, Dr. Chris Ryan
NO: 0/8