



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

- I. Call To Order: Meeting was called to order at 6:30 PM by Vice President J. Ciccarino.

- II. Roll Call/Attendance
 - a. Library Trustees Present: Vice President Joe Ciccarino, Secretary Emilie Chang-Jackson, and Trustees Paul Del Rosso, Jen Musa, Dr. Jeffrey Ribner, Dr. Chris Ryan (arrived at 6:45pm)
 - b. Library Trustees Excused: President J. Whitney, C. Brown, and N. Herceg
 - c. Library Trustees Absent: N/A
 - d. Library Staff Present: Library Director Seth Jacobus

- III. Approval of meeting agenda for September 19, 2019

MOTION: Trustee J. Musa motioned to approve the agenda of the September 19, 2019 meeting. Seconded by Trustee Dr. Ribner. Motion carried.

**YES: 5/5; Vice President Joe Ciccarino, Secretary Emilie Chang-Jackson, and Trustees Paul Del Rosso, Jen Musa, and Dr. Jeffrey Ribner
NO: 0/5**

Trustee Dr. Ryan arrived after vote.

- IV. Period of Public Expression: Carol Meyers Letter – Vice President J. Ciccarino presented to the board a patron letter he received in regards to the patron's defacing of library property. The board will mail a written response to the letter.

- V. Approval of minutes from July 18, 2019 meeting

MOTION: Trustee Dr. Ribner motioned to approve the minutes from the July 18, 2019 meeting. Seconded by Trustee J. Musa. Motion carried.



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YES: 5/5; Vice President Joe Ciccarino, Secretary Emilie Chang-Jackson, and Trustees Paul Del Rosso, Jen Musa, and Dr. Jeffrey Ribner
NO: 0/5

Trustee Dr. Ryan arrived after vote.

VI. Approval of minutes from July 29, 2019 meeting

MOTION: Trustee Dr. Ribner motioned to approve the minutes from the July 29, 2019 meeting. Seconded by Trustee J. Musa. Motion carried.

YES: 5/5; Vice President Joe Ciccarino, Secretary Emilie Chang-Jackson, and Trustees Paul Del Rosso, Jen Musa, and Dr. Jeffrey Ribner
NO: 0/5

Trustee Dr. Ryan arrived after vote.

VII. Manifest #3

MOTION: Trustee P. Del Rosso motioned to approve Manifest #3. Seconded by Trustee Dr. Ribner. Motion carried.

YES: 5/5; Vice President Joe Ciccarino, Secretary Emilie Chang-Jackson, and Trustees Paul Del Rosso, Jen Musa, and Dr. Jeffrey Ribner
NO: 0/5

Trustee Dr. Ryan arrived after vote.

VIII. Manifest #4

MOTION: Trustee J. Musa motioned to approve Manifest #4. Seconded by Trustee Dr. Ribner. Motion carried.

YES: 5/5; Vice President Joe Ciccarino, Secretary Emilie Chang-Jackson, and



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Trustees Paul Del Rosso, Jen Musa, and Dr. Jeffrey Ribner
NO: 0/5

Trustee Dr. Ryan arrived after vote.

IX. Financial report: Reviewed the financial reports through August 2019. The revenues through August 2019 were \$19,087.99 and expenses were \$259,289.43. The library fund through August 2019 was \$1,073,419.86.

MOTION: Trustee P. Del Rosso motioned to approve the financial report through August 2019. Seconded by Trustee J. Musa. Motion carried.

YES: 5/5; Vice President Joe Ciccarino, Secretary Emilie Chang-Jackson, and Trustees Paul Del Rosso, Jen Musa, and Dr. Jeffrey Ribner
NO: 0/5

Trustee Dr. Ryan arrived after vote.

X. Old Business

- a. 2019 Funding Initiative – Discuss: The board discussed advertising the 2019 funding initiative vote. Director Jacobus will contact local radio host Bob Joseph as well as place a segment into the library e-newsletter.
- b. Parking Lot Construction Grant – Discuss: The board discussed the current status of the parking lot project. The phase II construction grant application was approved for \$148,173.00. The total approved amount from phase I and phase II construction grants for the parking lot project is \$352,356.00.
- c. L2 Studio Payment – Discuss: Director Jacobus received confirmation from the Village of Endicott treasurer that the library funds used to pay for the Village's portion of the L2 Studio bill will be returned to the library.
- d. GFJ Friends – Discuss: Director Jacobus attended a GFJ Friends meeting to assess their situation.



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XI. New Business

- a. 2020 4CLS Service Cost Sheet – Approve: The 2020 4CLS service cost will be \$47,775.

MOTION: Trustee J. Musa motioned to approve the 2020 4CLS service costs. Seconded by Trustee Dr. Ribner. Motion carried.

**YES: 6/6; Vice President Joe Ciccarino, Secretary Emilie Chang-Jackson, and Trustees Paul Del Rosso, Jen Musa, Dr. Jeffrey Ribner, and Dr. Ryan
NO: 0/6**

- b. Ed Dunscombe Insurance – Approve: The board discussed revising the policy regarding health insurance for retirees. The discussion has been tabled until the next meeting.
- c. Vacuum Cleaner Purchase – Approve: Director Jacobus informed the board of a vacuum he would like to purchase to replace the current one for around \$520.
- d. GFJ 2020 Holiday Schedule – Approve: Director Jacobus presented the 2020 holiday schedule.

MOTION: Trustee J. Musa motioned to approve the 2020 holiday schedule. Seconded by Trustee Dr. Ribner. Motion carried.

**YES: 6/6; Vice President Joe Ciccarino, Secretary Emilie Chang-Jackson, and Trustees Paul Del Rosso, Jen Musa, Dr. Jeffrey Ribner, and Dr. Ryan
NO: 0/6**

XII. Other Business:

- a. Guest Speakers – Trustee Dr. Ryan will resume inviting guest speakers to the monthly trustee meetings.
- b. Pilot Workshop for 2020 Census – Trustee Dr. Ryan attended a pilot workshop for the 2020 Census to learn how the library can facilitate the Census.



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c. Strategic Plan – Director Jacobus will resume working on the library’s strategic plan.

XIII. Adjournment

MOTION: Trustee J. Musa motioned for adjournment at 8:46 pm. Seconded by Trustee Dr. Ryan. Motion carried.

YES: 6/6; Vice President Joe Ciccarino, Secretary Emilie Chang-Jackson, and Trustees Paul Del Rosso, Jen Musa, Dr. Jeffrey Ribner, and Dr. Chris Ryan

NO: 0/6

Emilie Chang-Jackson, Secretary

Date