

***Manlius Library Board of Trustees Meeting  
Minutes  
May 24, 2018***

**Trustees Present:** Margot Baxter, Mario Bottoni, Bonnie Buelow, Ginny Chmielewicz , Charlie Collins, Kim Kutzer, Megan Oakleaf, Bruce Ruppert, Ron Russell, Karen Steinberg, and Piri Taborosi

**Also Present:** Jen Milligan, Library Director

President Steinberg called the meeting to order at 6:02 p.m.

**President's Report (Karen Steinberg):**

- *April 26, 2018 Board Minutes:* The minutes were reviewed by board members prior to the meeting. There being no additions or corrections, Mr. Russell made a motion to accept the minutes as written which was seconded by Ms. Taborosi. The motion passed unanimously.

**Treasurer's Report (Bruce Ruppert):**

- *April 2018 Financials:* Board members reviewed the monthly report prior to the meeting.
  1. Income and expenses are under budget. At the 4-month point, we are doing well.
  2. The 2018-2019 budget proposition was passed by the voters.
  3. A successful financial audit was conducted at the end of April. The auditors did not find any issues for concern. The auditors' full report should be available at the June board meeting.
  4. President Steinberg asked whether revenue from the library book sales has declined over the last several years and if so, is it a concern? Do we need to change anything or price the books differently? Director Milligan noted that while book sale income fluctuates, items are priced fairly and a lot depends on the inventory available to sell. The sale is a popular community event and still a consistent source of revenue.

Ms. Kutzer moved to accept the *Treasurer's Report* as presented, and Ms. Chmielewicz seconded. All approved, and the motion passed.

**Director's Report (Jennifer Milligan):**

- As Mr. Ruppert noted in the *Treasurer's Report*, the 2018-2019 budget proposition was passed by the voters on May 15<sup>th</sup> with 74.8% approving. Director Milligan expressed her sincere gratitude to the FM community for its strong support of the Manlius Library.
- Manlius Library was one of 50 libraries nationwide awarded *The Great American Read* grant by PBS television and the American Library Association. The library will receive advance copies of the PBS show hosted by Meredith Vieira, supporting materials, and \$2000 for companion programming. Kick-off will be June 2<sup>nd</sup>. The staff is planning programs which will take place throughout the summer and include book clubs, trivia nights, an adult summer reading program, preview showings of *The Great American Read* episodes, and in the fall, local professors leading talks about literature and reading.
- Pooh Corner in the children's area will be completed by early June. There will be a small thank-you celebration with the donor, Dr. Mary Veeder-Civitello, and her family on July 7<sup>th</sup> and will include a special Pooh story time, activities, and refreshments.
- The library will close at 5 p.m. on October 8, 2018 and will remain closed for the rest of the week while the library interior is being painted. The library staff will report to work all week and will participate in staff training and development, oversee the painting process, and work on special projects.

- Circulation of Rokus, CNYFi internet kits, Kindles, Nooks, and iPads are very popular and consistently receive favorable feedback. Use of downloadable items continues to increase.
- Manlius Library will again have a booth at the Fayetteville Farmer's Market on the first Thursday of the month from May through September.
- Youth Engineering Initiative, Mad Scientist, and Young Naturalist collaborative programming for middle-school students is continuing.
- Library staff raised over \$1600 for FM's Relay for Life which was held in April at FM High School.

**Old Business**

- There was no old business.

**New Business:**

- *Nominating Committee (Charlie Collins):* In compliance with the current board bylaws, the Vice President assumes the role of President. Due to the resignation of Ms. Steinberg, effective at the conclusion of the May 24<sup>th</sup> board meeting, Ms. Kutzer will become the board president. The Nominating Committee recommended the nomination of Mr. Russell as Vice President, and Mr. Collins put Mr. Russell's name into nomination. Mr. Ruppert seconded the motion, all approved, and the motion passed.
- *May Program Attendance Recap:* Mr. Russell went to a presentation given by the Alzheimer's Association of CNY which was excellent and informative. Mr. Collins attended the discussion of cryptocurrency and remarked on the large crowd and the fascinating presentation. Mr. Collins also went to a talk on Social Security which provided a basic overview of Social Security and its programs.

Director Milligan and the Board presented President Steinberg with a gift in appreciation and gratitude for her service, support, and friendship, and everyone wished her well in her new adventure.

Ms. Oakleaf made a motion to adjourn which was seconded by Ms. Chmielewicz. President Steinberg adjourned the meeting at 6:34 p.m.

Respectfully submitted,

Margot Baxter  
Secretary