

Manlius Library Board of Trustees
Meeting Minutes for date: Thursday May 16th, 2024
Taken by: Kerstin Spina, Business Manager

Trustees Present: X- Kim Kutzer, President R- Brian Lee, Vice
President
 R- Bruce Ruppert, Treasurer A- Bonnie Buelow,
Secretary
 A- Katie Brice X- Charlie Collins
 X- Kevin Fletcher X- Janet Mallan
 X- Linda Napier X- Jaclyn Sisskind
 A- Dan Whelan
 A- Absent, R- Remote, X- in person

Library Staff Present: X- Alyssa Tassone, Director
 X- Kerstin Spina, Business Manager
 A- Marcia Short, Operations Manager

Start time of meeting: 4:02 pm

President's Report: Introductions-

- a. Laura Major- Adult Programming Librarian- position includes adult programming, website, e-newsletter, DVD collection, volunteer coordinator

Lauren Martin- full time salaried Public Services Librarian started 4/29/24, responsibilities include adult programming, reference, quarterly newsletter

- b. Approval of March minutes:
Accepted: Charlie Collins
Seconded: Jaclyn Sisskind
All in favor, motion passed

Treasurer's Report:

See notes

- a. Approval of April 2024 report:
Accepted: Janet Mallan
Seconded: Kevin Fletcher
All in favor, motion passed

Director's Report:

- a. Budget Vote on May 21, 2024. Joint social media effort with FFL to promote libraries and highlight services offered
- b. Trustee Code of Ethics- discussed need for based on training Janet Mallan participated in
Approval of Code of Ethics:
Accepted: Charlie Collins
Seconded: Linda Napier

Old Business:

- a. The committee revised the selection process, completely blind review of applications and essays and feels this is the best format that will be used going forward. The Scholarship Committee unanimously awarded Minerva Miller the winner at reception on Monday May 13th, 2024. Her essay was quite impressive as are her many talents. Minerva will be attending Alred University this fall pursuing a fine arts degree.

New Business:

- a. Amanda Perrine, Coordinator for Member Services from OCPL, will be attending the next meeting on June 20th, 2024 to review board training module with a Q&A to follow.

Kim Kutzer adjourned the meeting at 4:38 pm

Motion to Adjourn:

Accepted: Janet Mallan

Seconded: Linda Napier

All voted in favor and the motion passed.