

MAXWELL MEMORIAL LIBRARY

JUNE 27, 2022

BOARD OF TRUSTEES MEETING AND MINUTES

The meeting was called to order by Marcia Wickert at 6:01 PM.

ATTENDING	Marcia Wickert, Board President Donna Breen, Vice President David Colbert Ann Henderson, acting Recording Secretary George Mango, Treasurer Megan Glass Jennifer Burke, Library Director
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VISITORS	Rena Brower
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MINUTES

Approval of Minutes of May 16, 2022 meeting
Motion for approval made by George Mango
Second Megan Glass
All in Favor

TREASURES REPORT	GEORGE MANGO, TREASURER
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Expenses \$24,961.33

Retained Earnings \$120,213.52

Net Income \$117,752.75

TOTAL LIABILITIES AND EQUITY \$237,966.27

Motion made to accept Treasurers Report as presented, subject to audit, made by Donna Breen.
Second David Colbert
All in Favor

DIRECTORS REPORT	JENNIFER BURKE
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Jennifer is in the process of meeting one on one with each staff members. In May she and Rena Brower attended a QPR (Question, Persuade, Refer) emergency response training to someone in crisis. They also attend a group ALA webinar "A step-By-Step Guide to Hybrid Programming. In May Jennifer also attended a conference by the NYLA Section of School Librarians and went to workshops on Book Challenges, Refining Your Collection Development Policy, Using Social Media and Leadership. The summer reading program is underway for both children and adults. The adult program is being run through READsquared. Jennifer is starting a new book club called Second Look for people who want to read beyond the bestsellers list. Between the Lines Book Club continues to meet on the fourth Monday of each month. In July we will have a

presentation by Brian Stinson from Edward Jones called Outsmart the Scammers. Camillus Senior Center Art show will be in July. We're continuing Maxwell Matinees as well as Alyson Esposito's Greeting Cards for Adults, Digital Literacy Drop-In Help, NYS Health Outreach. In August we are planning to have a table at Towpath Day. Details to follow. Jennifer shared that we have been awarded a grant from New York State, more information will be forthcoming. Jennifer spoke with Jerry Lewis, our contractor for the NYS Construction Grant regarding the purchase of the reference desk, storage and cabinets through Hummel's NYS contract.

Motion is made by Donna Breen to pay Hummel \$20281.06 down payment to secure the order for a reference desk, storage and cabinets. If there is a shortfall by the end of the fiscal year, funds will be withdrawn from investments

Second David Colbert
All in Favor

Motion to accept the Directors Report made by George Mango
Second Donna Breen
All in Favor

YOUTH SERVICES REPORT

MELISSA LEWANDOWSKI

Melissa continues to provide Storytime programs at Maxwell Memorial Libraries well as offsite programs for preschoolers at Partners in Parenting. Grab and go Kids Crafts were very popular in May and 160 crafts were distributed. Melissa and Alyssa Newton, the Teen Librarian at Onondaga Free Library went to Camillus Middle school with the goal of starting a graphic novel book club and got some good ideas about what the students were interested in and what they would like to see at public libraries. Melissa will be adding more graphic novels and graphic novel series based on the feedback from the kids.

Motion to accept the Youth Services report made by Donna Breen
Second David Colbert
All in Favor

PRESIDENTS REPORT

MARCIA WICKERT

Marcia has been reading the Handbook for Trustees and looking over Board Meeting as well as other reports. She thanked Rena Brower for her work after the resignation of Alyssa Ali and the hiring of Jennifer Burke, as well as all Board Members for their work on various committees. She also acknowledged the work of the Friends of the Library

Motion to accept was made by George Mango
Second Donna Breen
In favor

BOARD SELF EVALUATION

MEGAN GLASS

In order to have a more through discussion a Motion is made by David Colbert to table this to the next meeting on August 15, 2002.

Second Donna Breen
All in Favor

FRIENDS OF THE LIBRARY

JENNIFER GROTH

Jennifer was not present. Jennifer Burke reported that they would not be having a meeting in July but they were hoping to have a picnic. During the recent Orchard Village Garage Sale, they held a small book sale.

FUNDRAISING COMMITTEE

BARBARA PARSONS

Barbara Parsons is not present. Donna Breen reports that they are still working on having a series of small fundraisers. They have contacted Charlies Ice Cream about a possible fundraiser there this summer.

FINANCE COMMITTEE

GEORGE MANGO

The committee did not meet in June, but will meet in July.

BUILDINGS AND GROUNDS COMMITTEE

GEORGE MANGO

The committee did not meet in June but will meet in July.

OLD BUSINESS

There were no updates.

NEW BUSINESS

Jennifer Burke has developed a Fine Free Policy for Maxwell Memorial Library and presents it to the Board.

A Motion is made by Megan Glass to adapt the policy to go Fine Free as written by Jennifer Burke, Director of Maxwell Memorial Library. Effective immediately.

Second George Mango

All in Favor

GUEST COMMENTS

None

UPCOMING EVENTS

Bottle Drive Saturday July 16, 2022

Next Board Meeting Monday August 15, 2022

ADJOURNMENT

Motion made by George Mango

Second David Colbert

All in Favor

Meeting adjourned at 7:50 PM