



Present: R. Ludwig- Co President, D. Wheeler- Co President, S. Pralle- Secretary, P. Curtin- Treasurer, Trustees- D. Pasinski, K. Bybee, B. Bower, H. Matzel- Interim ED; E. Burnham- Director of Finance

Excused:

Absent:

- Wheeler calls meeting to order at 5:15pm
- Public comment: No comments
- Approval of Minutes: Ludwig calls for motion to approve November 15 meeting; Bower (M); Pasinski (S). Unanimous approval.
- Review of Financial Reports
 - Treasurer's report: Curtin
 - December financial statement suggests FFL finances are in good shape.
 - Curtin noted that she signs checks over \$1000 and reviews bank statements
 - The facilities committee will meet next week to start prioritizing maintenance projects to be done using this fiscal year's favorable variance to budget.
 - The FFL café is carrying a loss of \$11,000 to date.
 - Ludwig suggested that set aside time to talk about the café's financial situation.
 - Bybee noted that the finance committee has discussed this and will continue this conversation with the new ED.
 - The government shutdown has delayed the IRS's response to the 2017 990.
 - Wheeler calls for motion to accept Treasurer's report; Bybee (M); Pasinski (S)
 - Unanimous approval.
- Report of the co-presidents. Ludwig made the following statement on behalf of the co-presidents:
 - "Happy New Year and welcome to 2019. Our report is short tonight but we have two important areas to update you on:

- We are still in the process of hiring for the ED position. Kate McCaffery has continued to lend her expertise to the process of vetting the applications we receive.
- Heather, Everett, and I are all members of the shared services committee which has its first meeting this Thursday with the Manlius library team. We will bring updates to you as we analyze the opportunities for partnership. The first meeting will be to identify the areas of possible shared services and then bring data to the group to analyze for benefits to both libraries and then make a report with recommendations to each board.
- Thank you for all your continued commitment to the library and its mission. We look forward to a great new year.”
- Report of the Executive Director: Matzel
 - Matzel summarized data in “FFL Impact Summary for Nov. 1, 2018-Dec. 31, 2018”
 - Staff is brainstorming ideas for whether and how to forgive library fines for children. About 1700 children and teens have cards; about 362 have fines under \$5 and 292 have fines over \$5 and face restrictions on their borrowing.
 - Bybee agreed that it is worth doing research on this and he is supportive but noted that we should be aware of possible consequences.
- Facilities committee report: Wheeler
 - Wheeler asked Board to read VIP structures report re: exterior renovation recommendations
 - Noted that James Herr of VIP structures will be at the next Board meeting in March
 - Ludwig noted that the report include an analysis of the roof. Wheeler said this is still to be determined.
- Policies and Procedures committee report
 - The committee updated two policies, the “outdated items” policy and “bill of sale” policy.
 - Burnham noted that used Stickley furniture can be valuable and we should make sure to get fair value for it; we can also consider other options such as Stickley buy backs.
 - Ludwig called for motion to accept the policies; Bybee (M), Paskinski (S).
 - Unanimous approval

Wheeler called for motion to enter executive session to discuss personnel matters. Paskinsk (M); Curtin (S). Unanimous approval.

Board entered into executive session at 6:05pm.

Board returned to regular session at 6:18pm.

Wheeler called for motion to adjourn. Bybee (M); Curtin (S). Unanimous approval.

Meeting adjourned at 6:18pm