

Chautauqua-Cattaraugus Library System

Board of Trustees Meeting

April 13, 2022, Randolph Library, 6:00 p.m.

AGENDA

Present: Barb Kittle, President; Don Watkins, Vice President; Reed McElfresh, Treasurer; Nancy Padak, Secretary; Ned Lindstrom, Trustees; Jan Dekoff, CCLS Executive Director; Sandy Blood Cattaraugus Free Library Trustee

Absent: Paul Benson, Don Butler

1. Meeting called to order: Barb called the meeting to order at 5:58. Barb introduced out newest Board member candidate, Sandy Blood, from Cattaraugus Free Library.
2. Public comment (3-minute limit per person) -- none
3. Consent Agenda: Consent agenda items are considered to be routine and are acted on with one motion. Don/Reed moved acceptance of consent agenda items. Passed unanimously.

A. Changes or additions to the agenda: none

B. Approval of minutes of previous meeting

4. Treasurer's Report: Budget Update: NYS released budget; should be a \$5.5 million increase in library aid. DLD will soon tell CCLS what our portion will be. Construction aid—\$34M; \$150,000 from Love Your Library fund will go to summer reading programs. \$10M in digital inclusion funds; not yet sure of how funding will be used. Bill currently being considered to expand open meetings until July 1, 2024. For now, virtual meetings are OK until June. Q: Will there be Bullet Aid? Unknown, but it would be good for libraries to consider how bullet aid might be used. (and see also note below about using bullet aid to offset cost of technology enhancements.)

CCLS has received \$1776 from CRCF and \$1000 from Reddington Foundation, the latter to purchase large print and audio books. Purchased Web Clarity; will need to increase/ adjust hardware line. New Canon copier, with 5-year maintenance and toner contract: \$6700. Book plan funds to member libraries—Ancestry software, OverDrive platform, and Central library support—rest split among member libraries. ARPA spending: purchased Niche Academy; purchasing for projects (telehealth and computers). Will get 90% of funding, which will be used to reimburse expenditures. CD renewal next month; will probably roll over. Reed/ Don moved approval of Treasurer's report. Passed unanimously.

5. Old Business

A. New Board Member: Sandy Blood from Cattaraugus County

B. Increasing Internet Speed- CCLS/Member Library Costs – Bids were much higher than expected (from \$67 to approximately \$100 per month per library; router expenses are also higher). Spectrum contract expires in July 2023. Barb suggested that CCLS ask for bullet aid to support these extra costs. The Board agreed that this is a good idea. Jan will let member libraries know status of the project. Goal is to help all libraries get to 200 MB.

C. Rental Agreement with James Prendergast Library: Committee will be meeting with Prendergast.

D. Personnel Matters: At 6:43, Don/ Ned moved executive session to discuss a personnel issue. Passed unanimously. At 7:16 Ned/ Reed moved adjournment. Passed unanimously.

6. New Business

A. CCLS 2021 Annual Report: Nancy/Don moved approval. Passed unanimously.

B. Jan provided an update for the Lakewood Memorial Library Construction Aid Application.

7. Director's Report:

A. Report on System activities – Janice Dekoff. Annual reports [all but 3] submitted to state. ARPA (see above); working with Fenton History Center and developing marketing plan. Truck—may not be ready by May. L J developed a plan for “CCLS Road Trip” this summer. Goal is to get more people into libraries. Patrons will receive “Passports” and collect stamps for libraries visited. Prizes will be awarded. Program will begin June 1 and last through the summer. Day Adventure passes will still available. Board members commented that this outstanding program might need to be marketed more carefully.

Date of next meeting: Wednesday June 8, 2022 – 6:00, TBD-- Ripley, perhaps? Lakewood in August? Meeting adjourned at 7:43.