

Aurora Free Library  
Meeting Minutes  
June 15, 2023

Present: Susan Deacon, Dennis Looney, Sue Dean, David Eckhardt, Natalie Kimbrough, and Thea Miller

Guest (Zoom): Pragya Murphy

Excused: Lars Peterson

Staff: Sandy Groth

The meeting was conducted via ZOOM and in-person. The one guest speaker participant was via Zoom.

A. Susan called the meeting to order at 5:31 pm.

B. **Conflict of Interest/Consent Agenda** – No conflicts of interest were noted. Motion to accept the consent agenda.

Move by: Susan Deacon

Second: Dennis

Action: Carried

C. **NYS Lactation Accommodation Policy**

Move to adopt the NYS Lactation Accommodation Policy.

Moved by: Dave

Second: Dennis

Action: Carried

D. **Special Guest - CNY Community Foundation: Pragya Murphy (presented via Zoom)**

- a. Background of CNY - est. in 1927 to encourage local philanthropy by supporting growth of permanent charitable endowment for the betterment of the region.
- b. Nonprofit Agency Fund (this is what AFL has). A unique fund that nonprofits create for itself to sustainably support their missions.
- c. Fundraising Campaign/Capital Campaign support
  - i. CNY Community Foundation can supply instructions for giving, guide donors through structured planning gifts, help share options with donors, build online and paper pledge forms, update online giving pages, and issue charitable gift receipts.
  - ii. Typically a 12-18 month timeline for capital campaign support
  - iii. We can update our individual [webpage](#)

E. **Treasurer's Report- Thea**

- a. Budget and expenses are on track.

- b. Book Lovers' Ball expenses and income are reflected on a separate spreadsheet. Susan Dean to find out details from Melissa.
- c. Roofing LO on site Tuesday. They sent an invoice of \$17,0111 for mobilization. AFL will pay as soon as possible.

#### **F. Director's Report -**

- a. Finishing up the Jail spending project. Furniture was purchased through Seneca Office Supply, including a table, counter, chairs and a TV table.
- b. Planning summer reading programs

#### **G. Committee Reports**

##### **a. Fundraising (Sue Dean, Dennis)**

- i. Book Sale - Dennis, Robin, and Marie have sorted books. There are not as many books as last year.
  - 1. Barb Blom will coordinate volunteers.
  - 2. Price list - \$20/bag of books (we will use plastic bags leftover from last year).
  - 3. AFL to give the Masonic Lodge a \$100 donation.
  - 4. Marie and John Dentes hiring incarcerated individuals to move books.
- ii. United Way Summit Foundation
  - 1. Dennis and Sue Dean attended the training in Auburn.
  - 2. Those in attendance: Emerson Foundation, Allyn Foundation, Stanley Metcalf, FE French, Columbian Foundation.
  - 3. Dennis spoke with Dan Fessenden and Steve Rich. Plan to invite them both to the library.
  - 4. The team will work on the Emerson Grant.
  - 5. Triad grant turned down (\$41K). Granted \$10,000 towards the new Preservation account with a match (from the Book Lovers' Ball income?). Dave will talk with Marie and John and send an email.
  - 6. Working on a name for the AFL Preservation Campaign 2023. This campaign will affect the Annual Appeal.
  - 7. Upcoming BLB (Oct. 6, 2023) budgeted income of \$25,000.

##### **b. Preservation**

- i. **NYS Bullet Aid:**

In May, we submitted two letters of request for \$10,000 of "Bullet Aid" for libraries from our State representatives Senator Rachel May and Assemblyman Jeff Gallahan. Jeff Gallahan has declined, but we have not as yet heard from Rachel May.
- ii. **NYS Aid for Library Construction Program – Roof Reconstruction Project:**

1. Funding for \$33,610 was approved in late December 2022 by the State Education Department for repair of the west-facing gable roof tiles and fascia boards (Project number 0386-22-9243). A check for \$30,249 (90% of the grant) was received and deposited at CLNB in January. A revised contract proposal for the project submitted by Hale Roofing of Horseheads, NY was approved by the AFL Board of Trustees at the April 11 Trustees Special Meeting at a cost of \$68,044.
  - a. The roof tile was delivered on June 2. Scaffold was delivered June 14. Hale Roofing will mobilize June 20 to begin removal of the old roof tile. Costs will be incrementally invoiced upon mobilization with the balance due upon completion; the first invoice was submitted for \$17,011.
  - b. We have proposed to construct an information sign about the project to be posted in front of the library while the roof project is underway. A Village permit is not required for the sign.
  - c. A Capital Fundraising effort is being established to generate funds through the Aurora Free Library Preservation Campaign to help offset the costs of building project costs. It is anticipated that the fundraising will progress for at least three years to address the roof and other Library projects, including window renovations, exterior surface repair and painting, and masonry repairs. The first organizational meeting for the fundraising committee was held June 12, with plans to meet monthly hereafter.

**2. Morgan Opera House Air Conditioning:**

At the May 19 meeting, Trustees approved a contract for Taitem Engineering of Ithaca to assist the AFL in the design, specifications, and installation oversight of a suitable AC system for the MOH. The Dentes family and Triad have generously donated a combined \$30,000 for the project. Additional funding of \$90,000 will be requested through a grant application through the 2024 New York State Aid for Library Construction Program, which must be submitted to FLLS by Sept. 1. Taitem is tasked with submitting by August 1 a bid estimation for the AC system installation by a suitable contractor, which is required in the NYS application process.

**3. Regional Economic Development Council Grant Application:**

Evan Tuthill, Cayuga County Department of Planning and Economic Development, has contacted us to ask if we would again partner with the Village of Aurora to develop a new application for the New York Forward Program. The State program provides

awards to small rural communities with grant funding of up to \$4.5 million. We responded that we will submit an updated proposal for renovations of the Library windows, which may cost as much as \$600,000. If the grant is awarded to the Village, no local match is required. Our proposal is due before July 14.

**H. Adjournment – Motion to adjourn the meeting.**

Moved by: Dave

Seconded: Dennis

Action: Carried

Meeting adjourned at 7:24 pm.

Next meeting: July 20, 2023