

Aurora Free Library
Meeting Minutes
August 17, 2023

Present: Susan Deacon, David Eckhardt, Natalie Kimbrough, Sue Dean, Thea Miller, and Lars Peterson

Excused: Dennis Looney

Staff: Sandy Groth

The meeting was conducted in-person.

A. Susan called the meeting to order at 5:37 pm.

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

Move by: Susan Deacon

Second: David

Action: Carried

Susan made a motion to move the agenda items, to accommodate voting needs. All in favor.

C. **Metcalf Foundation (Dave)**

- a. Met both Directors (Dan Fessenden and Steve Rich) on August 11 to discuss funding opportunities and strategies. Susan Deacon, Dennis Looney, Sue Dean, Sandy Groth, and Dave represented AFL. It was agreed after our meeting to submit a grant application to the Stanley W. Metcalf Foundation Inc. through Steve Rich for \$20,000 to help cover the roof renovation costs. Dave prepared a draft application letter requesting \$20,000 and a resolution of support for the Board to consider at the August 17 meeting.
- b. As a Board we have the responsibility to ensure our building remains viable for future generations of library and theater users. To this end, we believe that over the next 10 years a coordinated effort must be focused on raising funds and executing the work needed to stabilize the exterior envelope of our historic 1899 building. To these ends, the Board members encourage and support a grant application to The Stanley W. Metcalf Foundation Inc. for the Aurora Free Library Roof Renovation Project. This project is one of several important and necessary renovations that the Board will pursue. The Board notes that any awarded grant funds will be augmented by donations received through the ongoing Aurora Free Library Building Preservation Campaign, as well as through other fundraising efforts.
- c. Move by: Dave
Second: Lars
Action: Carried

D. Triad Match

- a. Discussed how to proceed regarding the \$10,000 match. We need to have list of names associated with the match. Prospective donor list has been developed. Preservation committee will draft a letter, specifically targeting donors, asking for \$1,000 or more. The board will discuss how we will recognize donors. Susan Deacon will ask to push our match until October, and see exactly how Triad needs to see the money come in.

E. MOH Air Conditioning

- a. Motion: That the Aurora Free Library Board of Trustees authorizes the use of up to \$60,000 of the Library's Preservation and Agency funds for this project. Note that the value of this project is \$59,200. Whereas, the \$60,000 is currently on deposit at Cayuga Lake National Bank and in an agency fund with the Central New York Community Foundation. Monies in the bank and the CNYCF are available for use by the Library upon request and, Whereas, this motion also authorizes the President to sign NYSED Assurances form that is part of the construction grant application.

Moved by: Susan Deacon

Second by: Lars

Action: Carried

F. Treasurer's Report (Thea)

- a. Working with BLB to set up a different payment system and close out the PayPal account which has been used for years under the previous treasurer (her personal account).
- b. Evolve is the program Thea is moving to – It is through the CLNB.
- c. Kelley Zabriskie and Thea are working on setup – The machine is free Taxes-Filing next week for 2022 – An extension was applied.

G. Director's Report (Sandy)

- a. Cayuga County Funds are on the way.
- b. Will be looking at all benefits including vacation and compare with other libraries – Will discuss with Dennis.
- c. Sarah spoke about public comment periods at board meetings and putting it on the agenda.
- d. Aurorafest entry – Sandy and Lars are working on float for parade. Grateful Dead or Alive is theme.

H. Updates (Susan)

- a. Sexual Harassment training due by end of September - Susan will send the link.
- b. There is a two hour education trustee training requirement annually – Dennis and Sue Dean have completed their requirement.

- c. Lars is not receiving emails from Sarah.
- d. The budget review will take place after the BLB in October 2023 and tax levy.

I. Committee Reports

a. Fundraising (Sue)

- i. BLB is Friday Oct 6, 2023 at the Aurora Inn. Early bird tickets are \$100 (through Sept. 4), and \$120 starting Sept. 5.
- ii. Current sponsorship totals \$13,000 – They are expecting another \$2000 from Angel Donations – Current sponsorships from 2022 = \$15,000

b. Adjournment – Motion to adjourn the meeting.

Moved by: Sue

Seconded: Susan

Action: Carried

Meeting adjourned at 7:10 pm