

Aurora Free Library Board of Trustees Meeting Minutes

March 21, 2024

Present: David Eckhardt, Thea Miller, Lars Peterson, Bird Cramer, Lori Knopp

Zoom: Sue Dean, Dennis Looney

Staff: Sandy Groth

- I. Call to Order Board President David Eckhardt called the meeting to order at 5:37 pm.
- II. Welcome David Eckhardt welcomed new trustees Bird & Lori and discussed trustee responsibilities.
- III. Consent Agenda Approval
On a motion made by Dave, seconded by Lars, the agenda was approved.
Motion carried: Yes- 7, No - 0
- IV. Conflict of Interest No conflicts of interest reported.
- V. Treasurer's Report
 - a. Federal taxes will be submitted tomorrow (3/22), official deadline is 5/15.
 - b. Motion to leave the eligible distribution of \$8,100 in our investment fund to encourage further growth, while retaining the option to take at a later date was made by Thea, seconded by Bird. Motion carried, Yes- 7, No- 0
- VI. Director's Report
 - a. Received word today that AFL 2023 Annual Report has been approved by New York State.
 - b. Sandy requested a motion to approve the resignation of Annalise Hagen. Motion made by Dennis, seconded by Thea. Motion carried, Yes-7, No-0
 - c. Sandy requested a motion to approve the Substitute Librarian Aiide revised job description. Motion made by Dave, seconded by Bird. Motion carried, Yes-7, No-0
 - d. The search for an Assistant Librarian continues, and Sandy hopes to have a new hire by the next Board meeting. Sandy and Dave have conducted four in-person interviews to date.
- VII. Committee Reports
 - a. Morgan Opera House
 - i. Skaneateles String Quartet is scheduled for Sunday, June 9.
 - b. Preservation
 - i. Funding of \$44,000 has been requested through the 2024 New York State Aid for Library Construction Program. Approval anticipated of our NYSED grant request later this year, with AC install completed prior to summer 2025.

- ii. On February 5, the Village application to the NY Forward Downtown Revitalization Initiative Program was awarded by New York State. The \$10 million grant will be shared among Aurora, Union Springs and Cayuga. The AFL component proposal which will renovate all library windows will need to be resubmitted to the committee to be considered with all other proposals. AFL will need to have at least a 25% match to the estimated \$375,000 project cost. Dennis will apply for a grant through the Emerson Foundation for matching funds.

c. Capital Fundraising

- i. Fundraising Dinner at the Fargo is on June 6th.

VIII. New Business

- a. Annual Calendar Review of Trustee Meetings has been distributed to Trustees.

- b. Conflicts of Interest, Whistleblower & Ethics Policies were reviewed.

- i. Motion to approve COI, Whistleblower & Ethics Policies made by Thea, seconded by Lars. Motion carried, Yes-7, No-0

- c. Trustee Training Requirements reviewed

- i. Report to Sandy once 2 hours per year (in addition to sexual harassment training) have been completed.

- d. 125th-year Celebration Committee membership

- i. Tracy Leffingwell, Sandy, Linda Kabelac, and possibly Natalie Kimbrough; Sue Dean will be the Chair.

- e. Nominating Committee Membership

- i. Dennis volunteered as Nominating Committee Chair; Sue and Bird would like to assist.

IX. Old Business

- a. Tax Levy Vote Timeline Update

- i. Susan Deacon sent information regarding our requested \$5,000 increase to SCCS in March.

- ii. School board will vote to approve all ballot measures on April 17.

- iii. Community votes on May 21.

X. Meeting Adjourned

On a motion made by Dennis, and seconded by Sue, the meeting adjourned at 6:52 pm. Motion carried, Yes-7, No-0

Next Trustee Meeting will be April 18, 2024.