

**Tully Free Library**  
**Board of Trustees Meeting Minutes**  
**Nov 27, 2012**

Attendees: Carol Gleason (president), Bruce Graham (treasurer), Judy Shafer (secretary), Mary Ann Riehlman, Ellen Grapensteter, Nan Nelson, Kathy Homestead, Dee Cardamone (vice president), Melanie Kalman, Matt Delaney (Director) and Peter Cardamone (2013 Board member).

Called to order by Carol Gleason at 5:03 pm.

**Secretary's Report:** Minutes from October meeting were approved.

**Director's Report:** Matt's written report was reviewed and accepted.

- Matt explained that Dr. Ruth Smalls from Syracuse University's iSchool wants to include Tully Free Library as part of a research project she is doing, looking at public and free association libraries across the state. Matt will keep us posted on their discussions.
- There were about 207 participants in this year's Turkey Trot (Thanksgiving Day), better than last year. About 160 people preregistered for the event. There was over \$1000 in cash donations from local businesses, plus plenty of food and gifts used as prizes. Leftover food was used for Library events and for those rehearsing for 'A Christmas Carol' at the high school. The event was a great success, thanks to Matt and those Board members who helped (Mary Ann, Melanie, Nan, Denise and Peter, please let me know if I left anyone out).
- 'Tully Reads' was a great success as 30-35 patrons came together to discuss Lopez Lamong's autobiography on Nov. 15th. Matt said that Kelly Chambala was an excellent facilitator and that the discussion was lively and interesting. Thanks to Matt, Mary Ann, Nan, and Kelly for making this event a success. It will be repeated again in 2013.
- Matt also discussed his handling of a patron who expressed his disapproval of a DVD in our collection ('Away We Go'). The patron found the sexual content in the first part of the movie to be offensive. Matt wrote him a letter explaining the Library's policy on the collection and our need to remain neutral regarding material which some may find objectionable, as it is not our place to censor. The patron was satisfied with the response he received from Matt. A discussion followed about our current policy and 'next steps' if the patron was not happy with the outcome. Matt will review our policy in light of how other libraries handle these situations.
- Carol summarized a discussion that she and Matt had with Julie Van Erden and Matt Neuman from Riehlman, Shafer and Shafer regarding our fundraising relationships with other not-for-profits. The lawyers explained that we have much flexibility in our ability to co-operate in fundraisers with these other organizations, as long as income is clearly stated in our 990 tax form. Ellen reminded all that these events must take place only with prior Board approval.

**Treasurer's Report:** Accepted. The annual grant from OCPL (~\$4000) came in during November.

- The 2013 budget was presented and reviewed. Next year will be a tight year since payroll has increased considerably. We may need to do some targeted fundraising. All Board members were encouraged to review the budget and let Bruce and Ellen know if they have comments or concerns.

## **OLD BUSINESS:**

**Grant Update:** No news. Mary Ann will contact M&T Bank regarding the letter she submitted on our behalf to the Howard and Grayce Bendixen Foundation for funds to cover the renovation of the attic.

**Book Sale:** Melanie would like to make some changes to how the book sale works, including possibly limiting the time frame in which donations will be accepted. She expressed the need for better sorting and creating better defined categories other than 'fiction' and 'reference'. She also would like to find an area to do the sorting, since the attic won't be available much longer. We agreed to have a more in-depth discussion at our January meeting.

### **2013 Officers:**

**President:** Carol Gleason

**Vice-President:** vacant

**Secretary:** Judy Shafer

**Treasurer:** Ellen Grapensteter

There is still a board position open; someone in the community has expressed an interest. Carol and Mary Ann will follow up.

## **NEW BUSINESS:**

The child protection and child safety policies were discussed; minor comments were offered, but all agreed that the content was acceptable and that Julie Van Erden can fine tune the wording. A motion was passed to accept the Child Protection Policy and Child Safety Policy as they currently exist. The policies will be revised after Riehlman, Shafer and Shafer review and correct wording.

Move for adjournment passed, 6:30 pm.

Respectfully submitted:

Carol Gleason, President