

(draft of the Minutes of the February 15, 2024 meeting of the Chemung County Library District Board of Trustees. Document #2024-10)

The meeting was called to order at 6:00 pm by President Rachel Dworkin. Present Mr. Kevin Hansen, Mr. Mark Padgett, Ms. Lee Saginario, Ms. Jessica Roberts, Mr. Karl Schwesinger, Ms. Martha Smith, Ms. Judith Elston, Mr. Wayne Adams, Ms. Muriel Friend, Ms. Laurie Garner, Ms. Karen Snyder, and Ms. Pat Kinney. Excused: Ms. Penny Appenzellar. Absent: Ms. Crystal Gullo-Buzzetti. Also present were Ms. Holly Melott and Mr. Paul Chapman on behalf of the Library District's Administration. Visitors: Ms. Amanda Zell, Mr. Matthew Burr, Ms. Sherilee Callahan, and Ms. Michele Johnson.

Minutes. The minutes of the January 18, 2024 meeting (Document #2024-4) were presented for board review. Mr. Hansen moved that the January Board minutes be approved as presented, seconded by Ms. Snyder. **VOTE: Unanimously Approved.**

Financial Report. The January 2024 Financial Report is pending and will be presented for approval at a later date.

Report of Unpaid Bills. Mr. Padgett moved, seconded by Ms. Smith, that the board authorize the payment of the unpaid bills dated 02/15/2024 for the General Fund - \$14,719.35. **VOTE: Unanimously Approved.**

Correspondence – 2024 Tax fund allocations were received

President's Report:

Ms. Dworkin reported on the following:

- Awaiting response from the Chemung County Board of Elections
- Library trustee handbooks are available
- Trustee financial training will be conducted on February 24th from 10 – 1pm, the presentation will be done in person and made available virtually in real time and as a recording

Director's Report:

Mr. Chapman reported on the following:

- New copy machines have been installed at each location
- He is working with STLS to reassess the plan of service
- He and Ms. Melott continue to have financial/budget meetings with consultant Nancy Kirby. A new Quickbooks chart of accounts has been developed by advisor, Regina Hill and is in the implementation phase
- Newly established CDAR investment accounts are performing well. Ms. Kirby has proposed additional investments.

CONSENT ITEM: Mr. Padgett moved, seconded by Ms. Gullo-Buzzett, that the January Personnel Actions be approved as presented. VOTE: Unanimously Approved.

Ms. Sherilee Callahan, with Mosaic Health and Ms. Michele Johnson from Corning Inc. gave a detailed overview of a collaborated partnership with CCLD, Mosaic Health, and Corning Inc. which would offer free dental coverage to underserved individuals in the Chemung County. Mosaic's mobile unit would be utilizing the parking lot at the Steele Memorial Library on regularly scheduled basis. Any costs incurred to establish and/or maintain will be funded by Corning Inc.

CONSENT ITEM: Ms. Dworkin moved, seconded by Mr. Adams, that the agreement proposed by Mosaic Health and Corning Inc, for CCLD to be a host site for their mobile dental unit, be accepted pending a Department of Health inspection and a memorandum of understanding. **VOTE: Unanimously Approved.**

CONSENT ITEM: Ms. Dworkin moved, seconded by Mr. Padgett, that the board enter executive session to discuss personnel issues. **VOTE: Unanimously Approved.**

CONSENT ITEM: Ms. Dworkin moved, seconded by Mr. Adams, that the board exit executive session to discuss personnel issues. **VOTE: Unanimously Approved.**

CONSENT ITEM: Ms. Dworkin moved, seconded by Mr. Adams, that the board accept the terms of settlement as proposed, regarding the current arbitration case. **VOTE: Unanimously Approved.**

CONSENT ITEM: Ms. Dworkin moved, seconded by Mr. Hansen, that the board accept the personnel actions proposed by Mr. Chapman. **VOTE: Unanimously Approved.**

Executive Committee. The report of the Executive Committee was presented in writing to the board (Document #2024-08)

Budget & Finance Committee. The report of the Budget & Finance Committee meeting was presented in writing to the board. (Document #2024-09)

Buildings & Grounds Committee. (Document #2024-07) The West Elmira restroom renovation has been completed.

Personnel Committee.

Election & Continuity Committee.

Advocacy Committee.

Old Business.

New Business: Ms. Laurie Garner and Ms. Patricia Kinney will join the Personnel Committee. Ms. Karen Snyder and Ms. Judith Elston will join the Budget and Finance Committee.

Public Expression.

Ms. Dworkin moved, seconded by Mr. Adams to adjourn. VOTE: Unanimously Approved.

The next regular meeting of the board will be held on Thursday, March 21, 2024, at 6:00pm at the Horseheads Free Library.