

CLINTON-ESSEX-FRANKLIN LIBRARY SYSTEM
Official Minutes for Board of Trustees Regular Meeting
Held February 27, 2023

Call to Order

The Board of Trustees meeting was called to order at 4:42 p.m. on Monday, February 27, 2023, at Clinton-Essex-Franklin Library System, 33 Oak St., Plattsburgh, New York, by Thomas Mandeville, Vice President.

Roll Call

Present at CEFLS: Nicky Bryant, Hope Cassavaw, Linda Crosby, Liz DeFonce, Lonnie Roth Fairchild, Dorothy Latta, Tom Mandeville, Tim Rowland, Sarah Vaillancourt

Present via Zoom: Mary Abendroth attended from home and thus could not be counted towards the quorum.

Excused Absences: Chris Drennan, Gayla LePage, Scott McDonald, Jennifer Yando, Andrew Lomanto

Unexcused Absences:

Staff Present at CEFLS: Michael Spofford, Finance Manager; Anja Bouchard, Outreach Librarian

Staff Present via ZOOM: Steve Kenworthy, Director

Others present: Anne de la Chapelle, PPL Director

Consent Agenda

Nicky Bryant motioned approval of the consent agenda, seconded by Hope Cassavaw.

Consent Agenda includes:

- Approval of today's excused absences.
- Approval of February 27, 2023 agenda.
- Approval of the minutes of the January 23, 2023 meeting
- Committees for which there are no reports at this time: Advocacy, Executive, Finance, Health Plan, Negotiating, Nominating, Personnel, and Property.

The consent agenda was approved unanimously.

Public Comment

Nothing to report.

Communications

Nothing to report.

President's Remarks

Ms. LePage sent a personal thank you note to the Franklin County Legislators for their increased support for the Clinton Essex Franklin Library System.

Vice President's Remarks

Assemblyman Jones signed a letter calling for increased funding for libraries in New York State. The funding would be in addition to what the governor's budget has allocated. He and numerous members of the New York State Assembly have signed the letter to Speaker Heastie in support of increased funding for libraries.

The board was invited to send a letter to Speaker Heastie showing support for the assembly's effort to increase the library budget.

Plattsburgh Public Library (PPL) Report

In addition to her written report, Anne de la Chappelle reported on:

- Plattsburgh Public Library have completed their annual report and will have it submitted by the due date.
- The number of patrons utilizing the library is on the rise.
- PPL is preparing for an interesting year with the addition of some new board members.

Questions to Anne de la Chappelle:

Director's Report

In addition to his written report, Steve Kenworthy reported on:

- Mr. Kenworthy reported that he is currently attending Library Advocacy Day in Albany, N.Y. He met with PULISDO and NYALS. He will be meeting with representatives tomorrow to advocate for libraries.
- In support of library advocacy, post cards with accompanying flyers were sent to libraries to distribute. The hope is to gain a wide broad based support for our libraries. The pre-printed post cards were designed as an easy way to contact Senator Stec asking him to support increased library funding. Senator Stec is on the Senate library committee that

will be advocating for our budget. The hope is for increased budget support from Congress.

- A discussion took place about the guidelines concerning sub-committee meetings and open meetings law. The Trustee Handbook Book Club was mentioned as a resource concerning the above topic.

Questions to Steve Kenworthy:

Financial Report

Hope Cassavaw motioned to approve the Financial Reports, as presented by Michael Spofford, seconded by Lonnie Roth Fairchild.

Michael Spofford reported:

- The 2021 audit is near completion.
- Detailed financial reports will be available again beginning in April.

Motion carried unanimously.

Questions to Michael Spofford:

Committee Reports

Nothing to report.

Unfinished Business

A. Remote Meeting Sites/Discussion

Wead Library and Saranac Lake Free Library were confirmed as the two satellite sites for remote board meetings. A discussion took place about obtaining a laptop for Saranac Lake Free Library that will be designated for remote access of the monthly board meeting.

New Business


A. **Member Library Annual Survey**

CEFLS reviewed the annual member library survey results. Areas of improvement in the upcoming year were identified from comments provided from the survey. Mr. Kenworthy welcomed any suggestions from the board about the annual survey.

Adjournment

There being no further business to come before the Board, Thomas Mandeville adjourned the meeting at 5:23 p.m.

Respectfully submitted,

DocuSigned by:

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Dorothy Latta
Secretary