

**Cole Library Board of Trustees Minutes  
October 18 2022**

**Present: Cathy, Diana, Tracey, Greg, Jackie, Julia, Chris and Cornell Student**

- I. The meeting was called to order at 8:32 a.m. by President Diana Corcoran.
- II. The September minutes were reviewed and approved
- III. Reports/Ongoing Business
  - a. President –
    - i. Diana will be buying a baby gift (a book) for Grace from the Library Board.
    - ii. Diana thanked Cathy for the positive working relationship she has with the City and Chris Nosbisch.
  - b. Public Librarian
    - i. Fall Book talk is scheduled for October 27<sup>th</sup>. There will be 5 community members speaking about their book of choice. The community is excited to have the Fall Book talk return.
    - ii. There have been several discontinued magazines. The library has purchased new magazine subscriptions to: Men’s Health, Outside, Kiplinger’s Financial, HGTV and Handyman.
    - iii. Yarn Squad is up and running. It has been well attended by Cornell Students.
  - c. Librarian’s Report
    - i. We reviewed the Financial Reports. There is approximately \$15,000 left to spend this fiscal year. The Board discussed briefly when and how to spend some of the carryover money. Some potential projects are street signage, carpeting and sidewalk repairs.
- IV. Major Business
  - a. We reviewed the Confidentiality of Records Policy. A few changes were made. These changes will be approved at the November meeting.
  - b. The Library Board approved the proposed Personnel changes (Phase I – Cathy and Grace exchange jobs, and Phase II – Hiring of a Part-time Marketing Person). Cathy and Diana also presented this proposal to the City Administrator, Chris Nosbisch, who felt confident these changes (along with the increase in budget due to salary changes) would be approved by the City Council.

- c. The Board began initial discussion on the Library Budget with more discussion to take place in November. The following items were discussed:
  - i. The Library is asking for an additional \$17,000 to the budget because of the job changes between Cathy and Grace.
  - ii. Acquisition budget has remained the same since 2016.
  - iii. We may need to consider asking for additional money from the City to fund HOOPLA since it was originally funded by a grant.
  - iv. Large Print books are expensive. Do we need money for this?
  - v. Is there anywhere we can save money i.e. discontinue subscriptions to unpopular resources, i.e. Birds of North America? (Note: Greg followed up after the meeting and reported that the Public Library pays \$425/year for this subscription).
  - vi. There is a possibility we may receive more money from the County than we expect (more than \$26,500).

The Meeting adjourned at 10:08 a.m. The next meeting will be Tuesday, November 15, 2022.