

Cole Library Board of Trustees Minutes
November 14, 2023

Present: Grace C., Diana C., Tracey L, Jackie W., Greg C., Brandi S. and Mayor Tom Wieseler

- I. The meeting was called to order at 8:30 a.m. by Diana Corcoran
- II. Agenda was approved – Tom Wieseler was added to the agenda. Minutes were also approved.
- III. Reports/Ongoing Business
 - a. President – Diana had nothing to report. Tom Wieseler was present at the meeting to thank the Library Board for its service to the City of Mount Vernon and to also encourage members to run for other city service opportunities. He thanked the library for working with the city on the MV History Project (Newspaper archive). Grace also reiterated that it is one of the library’s goals to collaborate more with the City.
 - b. Public Librarian
 - i. Upcoming programs:
 1. Dave Pittman, MV resident and float designer will be presenting at the library on 11/14, 6:30 p.m. in room 108. He will be speaking about his career as a float designer, specifically the Rose Parade. Grace distributed bookmarks for this event.
 - ii. Annual report was submitted on October 31st.
 - iii. Library Sign update – in the process of being installed.
 - iv. Winter Adult Programming: Cathy & Grace are offering adult programming starting in December. Prizes (tote bags w/ new library logo) will be given away.
 - v. Financial Report – things to mention:
 1. Received aa \$127.50 donation from a local book club.
 2. We have not received Open Access or County Funds as of yet.
 3. Hoopla costs continue to rise; audio books are largest expense.
 - c. Librarian’s Report –Greg:
 - i. There is a new process to logging into Libby. Users are required to set/reset password.
 - ii. Library will be closed during the entire Fall Break.
- IV. Major Business
 - i. Circulation Policy – Grace made the changes to the Policy that were discussed at the October meeting. The Board decided to table the approval of the policy until confirmation is received on whether the Processing fee can be different for the College and the Public Libraries. The Public Library has proposed decreasing the Lost Item Processing fee from \$10 to \$5. Grace will also provide more detailed information on how many patron accounts have more than one lost item.

- ii. FY25 Budget – Grace presented a draft budget
 - Proposing largest increase to Acquisitions for Hoopla & Bridges as well as Programming
 - Change “other” line item to “Special Projects”
 - Question: Who is paying for Grace & Cathy’s Benefits? The City or Cornell?

- iii. The FY24/25 Budget could not be approved due to outstanding question about employee benefits. The Board will meet again on November 27th @ 8:30 to finalize the Budget and Circulation Policy.

The meeting adjourned at 10:05a.m. The next meeting will be November 27th, 2023