

September 25, 2023

Our mission: to be the community hub connecting our patrons to the world.

Jordan Bramley Library Board of Trustees

Monday September 25, 2023

Start time: 6:00 pm

Attendance: T. Sullivan, D. Barber, D. Cassick, S MacDowall, M. Smart, A. Ryan, K. Vellone, J. Clark, S. Ziemba. Absent: L. Byrnes

Public: Lynn Fall, Mr. Fall, Matt McCabe, Gayle McCabe

The Pledge of Allegiance was recited.

Tim S. asked if anyone in the public audience would like to address the board. Lynn Fall stated she would like to. Lynn Fall introduced herself as a Jordan historian who had assisted with procuring the Jordan memorials and Jordan historical markers in the community. She also stated she was a freelancer and independent from the local government and from the Jordan Historical Society. She asked if any library trustee was a member of the Jordan Historical Society and all replied No. Ms. Fall then stated she was here because she was concerned about the Jordan Historical Society, a letter from the "secret 11", and her own concerns. She also stated some information she has obtained was second-hand information. She went on to state the Society's 501c3 had lapsed in 2011 and she can't say if they have filed any paperwork recently, she stated there were no annual reports with the NYS charter office. She is concerned there is no inventory of the items in the museum and is concerned about preserving all the items. The discussion continued with Matt McCabe stating those items in the museum belong to all of us in the community and if the society is operating out of compliance, the library as the landlord can lock the doors until the organization comes into compliance and an inventory is taken. The discussion continued with Tim S. stating we the landlord cannot lock our tenant out of their rental space unless they are not complying with rental/bill payments and that is not the case. A concern came up that the historical society is registering as an LLC and that is a for profit entity, but Mindy S. stated NYS does have LLCs that have not for profit status and referenced the Eno Point Campers Association. The discussion ended with the public group being encouraged to pursue their concerns at a Jordan Historical Society board meeting, at town and village meetings, and with the state but the library trustee board has no authority to shut down the museum. The group left and the board discussed the matter further with concluding to contact the Syracuse University Law School for free legal assistance to review the matter. All agreed spending money on an attorney for this spat is not what we want to put our funds into. Tim S. expressed concerns all trustees feel; this disagreement between community members could reflect negatively on the library because many community members equate the two together with the museum located in our building. To be continued ....

Pg 2 monthly meeting minutes

### **Agenda Item 1: MML**

Tim S. asked Julie C. and Steve Z. how do I explain to patrons or the public why we increase their taxes when we have such a high amount of money in total liabilities and equity and our MML account has a nice amount of money in it. Julie reviewed/explained the Balance Sheet as such: (how this secretary understood it)

Lyons Capital Fund Account - NYS Grant monies we must spend on capital improvements by a specific date

Lyons Checking/Savings - Tax money the school district gives the library is put into savings and the director/treasurer moves monies to checking to pay library bills/expenses

MML - account that is "liquid" and we need to move these funds; either to CDs which are garnering 5.34%, reinvest into mutual funds, and/or pull out cash to pay for projects for the library.

MML Investments - funds that we "can't touch" - investments from memorial funds and such. We leave the principle and only touch the interest/profit from these funds (which is monies in the MML section of Assets)

Steve discussed how we have no more bonds and worth is not something we should invest in. He will do an analysis of our Mutual Funds with Julie reviewing and have a report/suggestions for the board at the October meeting to decide what to do with the \$59,661 in the MML (Assets) account (CD's, reinvest, cash combination). More discussion ensued to try to get Steve Z. access/password to the accounts.

Motion to make Steve Ziemba a financial advisor to the board. Motion: Ashly Ryan

2nd: Stew MacDowall

Vote: 6-0 motion carried

### **Agenda Item 2: Five Year Plan**

Lots of discussion from roof, ceiling, to wishlists, and what we are doing to bring people in. Julie stated we need to review our liability insurance and see if museum has renters/contents insurance on their items and mandate they have their own insurance coverage. She added we should consult an attorney to advise us on lease/liability issues. Tim S. stated he would look into the S. U. Law Review for assistance. After more discussion on a plan, Ashley R. came up with an organizational structure to look at the future, breaking it down into 4 sections: wishlist, structural, technology/resources, programming. It was also discussed to look into security cameras and Stew will look into it.

Agenda Items 3-4 were put on hold. There was a brief discussion of pros/cons of Fall Festival weekend. Stew M. and Mindy S. briefly discussed next year when the middle school students come over Friday morning for cider and donuts, we have them stop by the book tent to pick out

Pg. 3 meeting minutes continued

a free book. Approximately \$5,000 was made for the community council this year despite many books finding their way to the dumpster at the end of the weekend. Tim S. suggested we have a volunteer orientation and Denise C. stated only 3 from the volunteer list took a shift at the festival.

The discussion moved on to Ashley stating the village Christmas time frame for activities would remain the same as last year. It was decided to open the library that Saturday from 1-3pm if it gets Linda's approval.

#### **Agenda Item 5: Reports for June/July/August**

The board members reviewed the director's, treasurer's, and secretary's reports. Mindy S. again expressed her concern for the lack of school librarians but is glad to see some teachers reaching out to the library for books and reading to students. Tim S. stated we need to do something for Pat McPeak for her service to the library as she steps down.

Motion to buy a \$50 gift card for Pat McPeak. Motion: D. Barber  
2nd: S. MacDowall  
Vote: 6-0 motion carried

Motion to adjourn: Motion: S. MacDowall  
2nd: A. Ryan  
Vote: 6-0 motion carried

Adjourned: 8:13 pm

Respectfully submitted,

Mindy Smart,  
Secretary