

**Southeast Steuben County Library  
Board of Trustees  
Annual Meeting of the Library Association  
Via Zoom Interactive Platform  
October 15, 2020**

**Trustees Attending:**

Vice President: Christine Sharkey  
Treasurer: Nancy Kirby Kurjakovic  
Secretary: Julie E. Fromer  
Gail Bardhan  
Barry W. Nicholson  
Kate Paterson  
Louise Richardson  
Jeffrey Scott  
Louise A. Sullivan-Blum

**Absent:**

President: Barbara A. McLean  
Hatesh R. Radia

**Guests:**

Pauline Emery, Library Director  
Brad Turner, Assistant Library Director  
Lori Reenan, Library Business Manager  
Hannah Waschezyn, Circulation Supervisor  
Marshall Hyde, Public Relations Coordinator  
Jean Krebs  
Mary Passage  
Anna Rice  
Susan Vermillion

**Call to Order:**

Vice President Christine Sharkey called the meeting to order at 5:01 p.m.

**Welcome and Introduction of Association Members, Board Members and Director:**

Vice President Christine Sharkey welcomed everyone in attendance and conveyed the regrets of President Barbara A. McLean, who did not attend due to a family commitment. Christine Sharkey introduced library trustees, Director Pauline Emery, and other attendees.

**Officers Vote:**

On behalf of the Nominating Committee, Christine Sharkey introduced the Committee's slate of officers for 2021:

Barbara A. McLean - President  
Christine Sharkey – Vice President  
Jeffrey Scott - Treasurer  
Julie E. Fromer - Secretary

On the call for nominations from the floor, there were none.

There were no objections to the Vice President's call for an up or down vote on the entire slate. When the vote was called, trustees and those present voted unanimously to approve the slate of officers.

### **Library Director's Report:**

Library Director Pauline Emery said the library had a major increase in digital usage in 2019. "We've always had the highest digital checkouts in the five-county Southern Tier Library System." There were more than 45,000 downloads of digital books, magazines, music and videos in 2019. In 2020, Freegal music was discontinued, but Hoopla, a platform featuring videos, movies and books, has been added to the library's digital platforms. More than 54,000 clients used the library's 24/7 Wi-Fi hotspot in 2019. "Use is significant, and now it is needed now more than ever," Pauline Emery said. She said the library had been moving toward circulating Wi-Fi hotspots and laptops even before the pandemic. Total circulation for 2019, including books and other materials, reached over a quarter million items.

There were 6,058 attendees at 253 Summer Reading Program sessions in 2019. Total attendance at 2019 children's programs exceeded 26,000. Pauline Emery recognized library programmers Abby Watson and Kayla Crane for their work with children and young adults. In September 2019, Children's Librarian Sue McConnell was recognized for her outreach work by the Corning-Painted Post School District. She received the school board's Excellence-in-Action Award, which recognizes "individuals who have demonstrated outstanding efforts on behalf of the district."

Noting that library is fine-free for kids, the Director added, "Our library is about providing access. We need to be the people who do not provide barriers."

Trustees were recognized for their work drafting the new three-year Strategic Plan.

In 2019, the library was awarded \$75,000 from New York State Construction Aid for Libraries to fund a number of health & safety improvements including new electrical boxes, a refurbished access control system, an upgraded fire safety system, new security cameras, and new locks throughout the building. The changes will eliminate hazards and improve building access and security.

### **Financial Report:**

Treasurer Nancy Kirby presented highlights of the 2019 independent audit by Mengel, Metzger, Barr & Co. LLP, noting, "2019 does seem like a whole century ago, not nine months ago." MMB Audit Partner Kathy Stickler gave the library a clean opinion. Financial statements "present fairly, in all material aspects, the financial position of the Southeast Steuben County

Library as of December 31, 2019 and 2018 ..." Nancy Kirby said the library's endowment, valued at \$6.3 Million, was extremely important and contributed to annual operating expenses. Liabilities were up in 2019, but so were grants. Net assets were valued at \$9.2 million, including property, equipment and other assets. Nancy Kirby noted the library operates with a minimum of administration and business expenses.

**Closing Statement:**

Pauline Emery said the library will continue to implement New York Forward health & safety measures. The library was preparing the building for reopening on October 26 with physical distancing and COVID-19 safety protocols in place. In-person service will be offered, as well as curbside circulation services. The library will continue to develop innovative online programming including robust children's programming. In-house services including broadband access, public computing, and reference help will be offered. The library hopes to reintroduce in-house programs as soon as the pandemic situation allows.

**Adjournment:**

With no further business, Christine Sharkey adjourned the meeting at 5:28 p.m.