

**Southeast Steuben County Library
Board of Trustees
Annual Meeting of the Library Association
Via Zoom Interactive Platform
September 16, 2021**

Trustees Attending:

President: Barbara A. McLean
Vice President: Christine Sharkey
Treasurer: Jeffrey Scott
Secretary: Julie E. Fromer
Gail Bardhan
Jamie Curtis
Kathryn C. Mack
Barry W. Nicholson
Kate Paterson
Louise Richardson
Nogaye Ka-Tandia

Other Attendees:

Pauline Emery, Library Director
Brad Turner, Assistant Library Director
Lori Reenan, Library Business Manager
Janice Fitzpatrick
Elizabeth J. Hylen
Anna Rice

Call to Order:

President Barbara A. McLean called the meeting to order at 5:14 p.m.

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

Barbara McLean welcomed everyone in attendance and introduced library trustees, Library Director Pauline Emery, and other attendees. Trustees Kathryn C. Mack and Nogaye Ka-Tandia were the newest members of the board, it was noted. Barbara McLean acknowledged the service of retired trustees Umid Khasanov, Nancy Kirby, Hatesh Radia and Louise Sullivan-Blum. The passing of retired trustee Pronob Bardhan was noted, sadly. Pauline Emery, Business Manager Lori Reenan and Assistant Director Brad Turner were thanked for their work. President McLean read aloud the names of library staff members, with appreciation and thanks. The all-volunteer Friends of the Library organization was thanked for its service. Library volunteers were thanked as well.

Officers:

Officers of the library in 2021 were designated:

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

Library Director's Report:

(See the Director's 2020 Annual Meeting Presentation slides)

Library Director Pauline Emery reflected that in the chaotic months of 2020, the library was able to further its mission despite the challenges of shutdowns, ever-changing risks, and frequent changes in health and safety regulations. "March 17 was our last day before we closed and there were lines of people at every service desk. In a very short time, 10,000 items went out of the library. We had already been planning how we would work in a different setting if we needed to, so staff members were able to pivot immediately to virtual programming.

"We saw an increase in digital use, and we introduced Hoopla," to supplement digital media offerings with an easy to use, on demand service. Southern Tier Library System helped the library offer digital sign-up for library cards. "We missed seeing faces. We circulated laptops, Wi-Fi hotspots, and we did whatever we could. Miss Sue immediately jumped into action, working closely with the schools.

"Staff got super creative. People were trying to find comfort and staff picked up on that."

Pauline Emery noted that long time Circulation Supervisor Marcia Stewart retired in 2020 and will be missed.

The library installed an energy efficient HVAC system in 2020. While the library was closed for construction, a temporary annex was opened to the public in vacated medical offices on Denison Parkway East, complete with circulating materials from the collection.

Visits to the library website, www.ssclibrary.org, increased from 28,985 in 2019 to 30,170 in 2020.

The Director thanked library trustees and staff and ended by recognizing the importance of making human connections.

Financial Report:

Treasurer Jeffrey Scott presented the financial report. Operational and Capital Income together totaled \$1,539,913 in 2020, while expenses came in under budget, at \$1,505,791. The \$34,122 surplus has been designated to the Capital Reserve Fund.

In 2020, the library's Donor Restricted Endowment Fund grew from \$2,863,105 at the end of 2019, to \$2,989,852 on December 31, 2020, a gain of \$126,747. For the same period, the library's Board Designated Endowment Fund grew from \$3,449,045 to \$3,608,901, a gain of \$159,856. Taken together, the Endowment Funds totaled \$6.9 million at the end of 2020.

Closing Statements:

Pauline Emery looked ahead toward an extensive renovation of the Children's area, thanks to a generous donation from the Walker Family in honor of Mary Lu Walker. A new Library Strategic Plan was in the offing, with plans for additional facilities upgrades and new community partnerships. "We will have enhanced Wi-Fi capability and technology upgrades thanks to government grants." The library will continue to adapt and innovate in pursuing its mission.

Barbara Mclean read a note from Friends of the Library President Bev Stevens, who thanked volunteers from the Hawks baseball team for their help with the upcoming Fall Book Sale. The 2020 Annual Report to the Community will be made available for download on the library's website.

Adjournment:

With no further business, Barbara McLean adjourned the meeting at 5:55 p.m.