

## NAPLES LIBRARY BOARD MEETING

September 17, 2025

Present: Linda Strauss-Jones, Lisa Jensen, Pam Stephen, Brooke Finley, Katy Matthews, Larkin Ryan, Allyson Makepeace, David Dial, Stephanie Jones, Janis Pridmore

Call to order

### **New Business**

David will be joining us as a trustee. We will officially appoint him next month. Pam will go through the orientation with him.

AFR - Latasha came in to help Ally and Janice. Some budget items belong to last year's budget: credit cards, retro-active pay, etc. Latasha was not able to figure that out. The OWWL head of finance has contacted Latasha about this. Ally will be attending an AFR training in October.

We are working on getting our credit card in the correct name. It will be in Katy's name (as chair of the finance committee) and the employers will be users.

Integrated Services - The official phone quotes are in the board packet. The monthly bill will be cut by more than half. Equipment and installation costs will quickly be regained. If we buy 10 service hours, they are at a significantly discounted rate. The surveillance camera quote is in the meeting packet. Actual cost is likely to be less because we currently have the necessary type of cable connecting our current security cameras. Quote is for about 30 days of storage. Ally will look into longer-term storage.

**Motion #495** - Linda motioned to adopt the Integrated Solutions Proposal with the addition of longer-term storage, paying for this out of the Capital Reserve Funds. Pam seconded the motion. Motion carried.

AED - Automated External Defibrillator - This will be paid for from our Operations fund.

**Motion #496** - Linda motioned to purchase an AED paid for out of our Operations Fund. Brook seconded the motion. Motion carried.

### 2026 - 2031 Construction Needs

- The bathrooms need to be painted.
- The parking lot needs to be re-done.
- We need solar panels/a generator in order to be a disaster relief space.
- Our wall on the ally-way side of the building is crumbling.
- Shelving for the alcove.
- Refinishing the circulation desk counter-tops - the laminate is peeling.
- The front door needs refinishing and a new handle.

OWWL needs a list of these needs by the end of October.

### Minimum Standards Compliance

## **Motion #497**

*I Linda Strauss-Jones move that the Naples Library Board of Trustees affirms that the library is in full compliance with the New York State Minimum Standards for Public and Association Libraries as outlined in Commissioner's Regulation §90.2, and further direct Allyson Makepeace to email the Executive Director of the OWWL Library System a link to the board meeting minutes once they are posted to the library's website, within two weeks of the meeting, in accordance with the New York State Open Meetings Law. Pam Steffen seconds, and the motion passes unanimously.*

## Federal Budget Advocacy

The federal budget includes critical funding that directly supports our libraries. Trustees play an important role in advocacy and your voices help protect and strengthen federal library funding. We're asking libraries to take action this week by sending messages to your representatives. You can find all the details at <https://owwl.org/tellcongress>

**Motion #498** - Linda motioned to approve the revisions to the Capital Reserve Fund Policy. Larkin seconded the motion. Motion carried.

**Motion #499** - Linda motioned to adopt the new Remote Work Policy. Pam seconded the motion. Motion carried.

Sexual Harassment Training. We will all provide Linda with the paper proof that we have completed the training.

OWWL Annual Meeting - November 12 at 4:15 pm. There is a very nice tour of the whole OWWL facility, followed by the meeting.

Trustee Retreat - We are postponing the retreat until February.

**Motion #500** - Linda motioned to approve the consent agenda. Katy seconded the motion. Motion carried.

**Motion #501** - Linda motioned to approve paying of the bills. Brook seconded the motion. Motion carried.

## Committees:

Communications - Larkin and Ally met. The new website will be up next month. We will be adding things to the website to stay in compliance.

Building and Maintenance - Discussed above.

Policy - Discussed above.

Finance - Did not meet.

Personnel - We will be working on rates of pay and the budget kit. We will be updating our pay philosophy document.

Planning - We are executing well against our long range plan.

Friends - They have had a weekly presence at the Farmer's Market. They have the "Blind Date with a Book" fundraiser. They are also selling totes and tumblers. The annual fundraiser letter will go out at the end of October/early November. Working on a Ladies' Tea for Mother's Day weekend. Raffleing a bike. No baskets at Grape Fest this year - will be set up like they are at the Farmer's Market. Friends are paying for local musicians to provide music in the library. They are also paying for a wellness initiative, providing yoga and gym membership cards. They paid for a laptop.

Library Highlights - Ally summarized her report.

**Motion #502** - Linda motioned to adjourn the meeting. David seconded. Motion carried.

Dates for 2025 Board of Trustees Meetings: October 15, November 19, December 17 (Gathering)