

Irondequoit Library Board of Trustees
Monthly Meeting
Pauline Evans Branch
Minutes from January 18, 2006

Trustee Members Present: Sue Magee, Stephanie Squicciarini, Peter Kelderhouse, Wolodymyr Pylyshenko, Lynanne Wehner, and David Heffer , Terry Buford (Director), Anne Boring (Recording Secretary)

Trustee members absent: None

Guests: Joann Briggs (Computer Librarian), Daryl Corbett (and family), Debra Van Wert (and fiancé)

Meeting called to order by President Peter Kelderhouse at 7:20 p.m.

Logo Contest Awards: Mr. Kelderhouse awarded the prizes to the winners of the Irondequoit Public Library logo contest. The winner was Daryl Corbett who won \$200 for his logo and \$100 went to Debra Van Wert who won for the tag line to be attached to the logo. A picture of the winners with the Irondequoit Library Board was taken by Ms. Briggs.

Approval of agenda: Ms. Squicciarini requested the Workshop Minutes be tabled. A request was made to move the Board Elections to take place after the Public Forum. Motion to approve the agenda as amended made by Ms. Magee and seconded by Dr. Heffer. Motion unanimously approved.

Public forum: No time requested.

Board Elections: Dr. Heffer gave instructions on how the voting can take place. The nominees are: President-Mr. Kelderhouse, Vice-President-Ms. Wehner, Secretary-Ms. Squicciarini, and Treasurer- Mr. Pylyshenko. There were no other nominations. Dr. Heffer made a motion that the secretary cast a single ballot for the approval of the nominees. Mr. Kelderhouse seconded the motion. Motion unanimously approved. Ms. Squicciarini cast the single ballot.

Approval of Board Minutes: Minutes from December 14, 2005 board meeting. Motion to accept the minutes made by Ms. Magee and seconded by Dr. Heffer. Motion unanimously approved.

Vouchers: 2005 final and 2006: Motion to approve final 2005 vouchers made by Dr. Heffer and seconded by Ms. Wehner. Motion passed unanimously. Motion to approve

current vouchers (2006) made by Dr. Heffer and seconded by Ms. Squicciarini. Motion unanimously approved.

Directors Report

1. Library system news

- The overhaul of the internal structure of the Monroe County Library System is complete. The Director's Advisory Council and the User's Group have been disbanded. They have been replaced by the Director's Council which will decide issues on a one library, one vote basis. This will streamline decision making and should cut the number of meetings and bodies making decisions by half.
- Mr. Buford was elected as a town library representative to the System Services & Operations subcommittee which will discuss current library system uses and set the agenda for the Director's Council meetings.
- MCLS subscription to NovelList begins. This is the latest in reader advisory systems that help readers find new books and authors to read using a variety of methods. Now available online through the MCLS Website.

2. Town News

- Supervisor Heyman has canceled the weekly department head staff meetings. Temporarily they will meet on Monday afternoons when needed.
- The new director of Development Services is Mitch Rowe formerly an economic development administrator in city government. Tony Ferrara, a senior foreman is temporary DPW chief and Ed Doherty, formerly of the City's Department of Environmental Services is a management consultant who will be meeting with department heads to discuss efficiency and cost savings.

3. IPL News/Facilities report

- We are now using a link on our web page to an online form for patrons to submit email address for notification.
- We have experienced various small electrical and HVAC problems at both branches.
- The McGraw roof is leaking at this time into the Branch Manager's office.
- Another roof leak occurred at Evans in the Children's Department directly over the table full of PC's which were, to our amazement, undamaged.
- Major HVAC problems at McGraw. On January 6, 2006 a neighborhood-wide power failure occurred in the McGraw branch area. When power was restored, a power surge damaged the electronic control unit for the HVAC system beyond repair. Cost estimates are between \$6500 and \$8500. Our total HVAC repair and maintenance budget for both branches for the entire year is \$6000. According to Comptroller Bovenzi there is no

town fund for emergency repairs or acts of nature. Town insurance coverage has a \$25,000 deductible. Comptroller Bovenzi has stated that the library will have to run over on that line of the budget.

4. Financial/Statistical Report Highlights

- We are working on closing out the financials for 2005. We should have a pretty good handle on our overall expenditures for the year by the next board meeting. Despite our staffing problems this summer, we did manage to expend 95% of the materials budget for 2005.
- Revenues were good but still slightly below what we budgeted for. The extremely difficult budgets of the past 2 years have forced us to make very optimistic revenue projections that are equally difficult to meet.
- Service and use statistics are superb. For the first time IPL loaned over 800,000 items. Door counts remain steady so generally each person is borrowing more.
- Internet use continues to grow, up 27% in 2 years.
- We received extremely positive responses to a survey we did of participants in Evans Branch story hours.

The question was raised regarding staff pay raises and recognition for staff. A short discussion ensued by the board with no definite determination.

The board accepted all financial reports.

Friends Report: There was no report as the Friends did not meet in December.

Old Business – Recruitment of new Library Trustee - The Library Board will meet on Jan 25 at 6:30 pm at the McGraw Branch. They will start interviewing at 6:45 pm and every half-hour after that. An important question to ask candidates is on flexibility as the Library Board is meeting much more frequently than in the past.

Five-year Plan Review - The five-year plan was reviewed by the board. The question came up about possible Sunday hours for the library. This is not a big issue by patrons at the Irondequoit Public Library, but should be added as a question to the user survey, especially if we get a new facility.

Foundation Organization Discussion – The bylaws call for five directors, the majority coming from Library Trustees. This leaves one position open. The board discussed ways to get that position filled, with the possibility of eventually increasing the directors to seven. They decided to leave it at four for now, pursuing the fifth person in time. It was suggested that the trustee candidates to be interviewed be asked if they would be at all interested in this position. It was decided that Linda Quinlan should interview Ms. Magee about the Foundation to get information about the Foundation out to the public. The Foundation Board should have separate board meetings from the Library Board Meeting. The Foundation should develop an appeal form letter for donations. Ideas for receiving donations included memorial benches or bricks. The Foundation should use the IPL Logo with the word Foundation under it. The next steps include setting up a post office box for the Foundation and a bank account. Mr. Kelderhouse presented Ms. Magee with a generous check for the Foundation.

New Business – Library funding and advocacy issues – Dr. Heffer presented a letter to the Library Board which talked about NYSALB needing our help. Members of NYLA will be in Albany March 14th (along with Dr. Heffer) requesting more funding for public libraries. NYLA has a link on their website to allow you to write your legislator.

Agenda for next workshop meeting - The board will use the same format as before. The next meeting is scheduled for February 2, 2006 at the McGraw Branch.

Board President's Remarks' –Mr. Kelderhouse said that the new IPL Logo should be used on all materials now. It was suggested to keep one of the trustee candidates as an alternate. Dr. Heffer feels the board should have an official alternate position. This alternate could attend all or many meetings but have no vote. Mr. Kelderhouse again thanked everyone for their time and volunteering they give to serving on the board.

Mr. Kelderhouse requested a motion to adjourn at 9:11pm. Mr. Pylyshenko made the motion and Dr. Heffer seconded.

Respectfully submitted,

Anne Boring
Recording secretary