

Irondequoit Library Board of Trustees
Monthly Meeting
Pauline Evans Branch
Minutes from February 15, 2006

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

Trustee members absent: Wolodymyr Pylyshenko

Guests: None

Meeting called to order by President Peter Kelderhouse at 7:17 p.m.

Welcome new trustee: Mr. Kelderhouse and the board welcomed the new trustee, Karyl Mammano to the Library Board. All were pleased to have her here. Her term expires 12/31/08.

Approval of agenda: Motion to approve the agenda made by Ms. Magee and seconded by Dr. Heffer. Motion unanimously approved.

Public forum: No time requested.

Approval of Board Minutes and workshop minutes: Minutes from January 18, 2006 board meeting. Motion to accept the minutes with one change made by Ms. Squicciarini and seconded by Dr. Heffer. Motion unanimously approved.
Workshop minutes from January 12, 2006 and February 2, 2006. Motion to accept the minutes made by Ms. Magee and seconded by Ms. Wehner. Motion unanimously approved.

Vouchers: Motion to approve February 2006 vouchers made by Ms. Squicciarini and seconded by Ms. Magee. Motion passed unanimously.

Directors Report

1. Library system news

- MCLS is upgrading the patron log-in and printing software for all locations as part of our new deal with CARL. Evans was done February 6 and McGraw February 7. We can now extend time for patrons or cancel their session if necessary. We can also warn logged

on users when the building is about to close and prevent logons at closing time.

- Mr. Buford will be serving on the committee writing the next 5 year plan of service for MCLS. He will also be serving on the Technology and Education committee.
- The MCLS subscription to NovellList now interfaces with the online catalog.

2. Town News

- The town's Human Resources director Sharon Burke resigned as of February 10. Her replacement is not imminent as Mr. Buford believes Supervisor Heyman is studying whether the position could be eliminated.
- A regular staff meeting is now being held at the Town Hall (for department heads) Monday afternoons at 2pm every other week.
- Mr. Buford had a meeting with Supervisor Heyman on Monday, January 30. They discussed various possible sites for new libraries and she was alerted to various library related issues on the horizon such as special taxation districts and MCLS financial difficulties and MCLS cost share increases.

3. IPL News/Facilities report

- The January power failure and resulting power surge at McGraw caused some problems with the server backups. MGM engineers fixed the problem for free.
- The Monroe Piping staff that fixed the burned out control panel also discovered the solution to a long standing problem at McGraw: the lack of heat in the meeting room. The sensors for the thermostat were never wired properly when installed many years ago. They are correcting this problem. The control panel and sensor repair should come to about \$6900.
- On February 3rd McGraw and surrounding area had another power failure that lasted 5 1/2 hours. Mr. Buford sent the staff home at 3:30 and advised the Supervisor's office of the situation.
- This most recent power failure revealed that many of the emergency lights at McGraw were not functional. They are being repaired by Monroe Extinguisher Company.
- Stanley Door Co. fixed the opener and structural problems with McGraw's front door reported on earlier.
- Door King had to visit Evans to work on problems with the front door and closer.
- Karen Hultz attended the latest Friends meeting and sent this report:
 1. Bonnie Arnold has joined the Friend's Board and was elected Secretary.
 2. All other officers remain the same as 2005. Sonya agreed to remain Treasurer at least until June, but is looking for someone to take over then.
 3. There were two other visitors at the meeting last night who may eventually decide to join the Friend's Board.

4. The Friends agreed to pay for the summer reading club staff T-shirts.
5. They are done with the radio promotion. If any are left at Evans, they can use them in whatever way they wish. To date, they sold 89 tote bags (\$712.00).
6. Out of the \$10,000 that they were willing to give us in 2005, we only used \$7,713.16. This turned out for the best, since they are a bit low on funds at the start of 2006.
 - Mr. Buford delegated the shirt project to Karen Hultz and she has been consulting with Carla Robbins and Carol Trout to come up with a plan for shirts men or women would like. Karen talked to Passantino Sports at Cooper and Titus.

4. Financial/Statistical Report Highlights

- For the first time IPL lent over 800,000 items. IPL total 2005 circulation still exceeds any other town, still exceeds the central library downtown and for the first time exceeds all 11 Rochester Public Library branches even when they are combined with extension and outreach. This trifecta is a first for us or any other library in Monroe County.
- Also, IPL had over half a million visitors in 2005, more than any other town.

The board accepted all financial reports.

Friends Report: There was no report from Ms. Squicciarini. See director's report for information this month.

Old Business – Alternate trustee proposal - The idea was to have an alternate fill in should a board member leave or be unable to attend a meeting. This idea was discussed by the board. Dr. Heffer said voting by an alternate could be problematic. He also wasn't sure if there is a precedent in the School Education by-laws. Ms. Squicciarini thought perhaps the board could use the pool from the Foundation. Ms Mage thought this not a good idea as board members have always been recruited by an ad in the newspaper. If an alternate was part of the Library Board, the possibility exists that the Town Board could refuse to extend a board members term. Dr. Heffer will discuss this with Dick Panz before the Library Board proceeds.

Foundation organization discussion - Previously it was stated that the Foundation needed a PO Box and a bank account. Ms. Magee has decided against a PO Box because it would be too difficult. They are cumbersome at best. Ms. Magee has been unable to set up a bank account yet because she needs to give an address. The board decided to use

45 Cooper Road as the address. While the Ukrainian Credit Union has been suggested, you need to be a member to do this. Mr. Pylyshenko is checking this out, but is out of town currently. Ms. Magee said they need to do a lot of PR work about the Foundation. September is the drop dead date to have everything in place to get programs running. It was also discussed to change from 5 to 7 board members (with a maximum possibility of 9) and the majority of the board must be library board members.

New Business – Presentation to Town Board – The library board decided to give their presentation at the March workshop if time is available, in April if not. They decided to keep the presentation the same as before. There should be opening remarks given Mr. Kelderhouse, and then Mr. Buford would give the presentation. All library board members should be present and each should speak for 1 minute. After the presentation, the library board wants to go into executive session to discuss facilities available and site issues.

Agenda for next workshop meeting - The agenda should be how to put the presentation together. The presentation should be given in an open meeting, then go into executive session to cover sites presentation. They also need to have tax estimates and operating expenses estimates. Some of this information can be obtained from Comptroller Bovenzi.

Board President's Remarks' –Mr. Kelderhouse is pleased Ms. Mammano is here. He said this is the greatest board he has been on. He appreciates all of the board and Mr. Buford and Ms. Boring and all the work that is being done.

Mr. Kelderhouse requested a motion to adjourn at 8:40pm. Ms. Magee made the motion and Ms. Wehner seconded. The board then went into executive session to discuss director evaluation.

Respectfully submitted,

Anne Boring
Recording secretary