

Irondequoit Library Board of Trustees  
Monthly Meeting  
Pauline Evans Branch  
Minutes from July 19, 2006

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

**Trustee members absent:** Susanne Magee (excused)

**Guests:** Ms. Anne Stear

Meeting called to order by President Peter Kelderhouse at 7:15 p.m.

**Approval of agenda:** Motion to approve the agenda made by Ms. Squicciarini and seconded by Mr. Pylyshenko. Motion unanimously approved.

**Public forum:** No time requested.

**Approval of Board Minutes and workshop minutes:** Minutes from June 14, 2006 board meeting. Motion to accept the minutes made by Ms. Squicciarini and seconded by Mr. Kelderhouse. Motion unanimously approved.

**Vouchers:** Motion to approve July 2006 vouchers made by Ms. Squicciarini and seconded by Ms. Mammano. Motion passed unanimously.

## **Directors Report**

### 1. Library system news

- MCLS has increased bandwidth for WAN (Wide Area Network) operations. This has eliminated the afternoon slowdowns we have been experiencing with online operations.
- Save the date: Saturday October 21, 2006, 9am to noon. Trustee Institute with Stephen Abram, Vice-President for Innovation with Sirsi/Dynix Corporation.

## 2. Town News

- Mr. Buford met with Supervisor Heyman on June 20 and July 18. She said she understood the motivations for the mid-year pay raise and agreed with them. They discussed new library locations options and Mr. Buford came away from the meeting more convinced than ever that the library board, supervisor and town board will find common ground and arrive at a library expansion solution that all stakeholders can support. They also talked about applying for grants to help supplement library funding.
- The Town Clerk/Receiver of Taxes department has been reorganized. There is a new Town Clerk/Receiver of Taxes, Barbara Genier and a new Deputy Town Clerk, Ann Garofalo. The position of Deputy Receiver of Taxes has been abolished.
- The Supervisor's budget message and Comptroller's budget package have arrived. As expected we are being asked to request no new personnel and produce an 8% cut in operation expenses.

## 3. IPL News/Facilities report

- Mr. Buford met with roofing consultant John Martello for the second time. He has a proposal that Mr. Buford will discuss later in the meeting.
- Mr. Buford has received the feedback forms from our participants in the staff meeting workshop on Monday, June 12. The response from the staff to the workshop on organizational vision and values was very positive.
- Our web page redesign team, J. Briggs, J. Barth and J. Scalzo is almost finished with their project and we should be going live with the changes soon.
- Mr. Buford has been invited to attend a meeting at the Irondequoit United Church of Christ on Titus Avenue to discuss possible redesign of the shared parking lot on the Evans Branch. The meeting attendees will be Ann Burns from HIPP, somebody from the church, somebody from the bank and a design consultant that HIPP has hired to look at the situation.

## 4. Financial/Statistical Report Highlights

- New bolded entries on voucher list per trustee request.
- New customer service survey results.
- Included in the trustee packets is the budget report showing the budget for the first 6 months in 2006. On the revenue side we are behind in copier and fine revenue as expected. On the expense side we are well or very well on all lines except the HVAC maintenance and General building maintenance lines where costs of the roofing and HVAC woes we are experiencing this year are documented.

The board accepted all financial reports.

**Friends Report:** Ms. Squicciarini represented the Friends in the July 4<sup>th</sup> parade. The Friends are in some financial trouble. Their membership renewals are not good. Their tote bags are not selling well. They have decided against doing a silent auction because of the work and expense involved. They are still moving forward with their cookbook. They have had to dip into their reserve money to pay for some of the programs. Ms. Squicciarini was not able to attend the past Friends meeting due to being at a conference. She expects to be at their August meeting and will gather more information on all the above.

**Old Business – McGraw security problems update** - The rowdy teens problem at McGraw has not been resolved. There was a near riot at that branch on July 19<sup>th</sup> when a gang of 30-40 teens were in the parking lot setting off fireworks, etc. The staff and patrons felt threatened. Mr. Buford turned Myspace.com off at the McGraw Branch as this seems to be a drawing magnet for the teens. Mr. Buford asked for and received an okay from the Library Board for this. In further discussion, the Library Board felt that some type of temporary security should be put in place.

**Proposed By-Law revisions** – Ms. Mammano presented a revised copy of the by-laws. After board discussion, more items were changed. Ms. Mammano will write up a new revision and present at the next board meeting.

**Vote on tuition reimbursement proposal** –It was determined that the tuition document should be handed to an employee for signature at the time they fill out new employee paperwork. Changes need to be added to the document regarding employees leaving when the library is not able to give them a position in line with their degree. A revised document will be reviewed at the next board meeting.

Building project next steps was moved to the end of the meeting. This move was Okayed by all board members present.

**New Business –Communicating with the director** – Mr. Buford missed an important meeting because our phone and computer lines were down at the Evans Branch for one whole day. Mr. Kelderhouse was unable to reach him. Mr. Kelderhouse suggested the Library Board get Mr. Buford a cell phone. Mr. Buford agreed to this but requested it be one with prepay minutes on it. Mr. Kelderhouse felt accessibility to the director is very important. Mr. Kelderhouse requested a motion be made for the library board to buy minutes for a prepay cell phone for Mr. Buford for 1 year. A motion to purchase a phone was made by Mr. Pylyshenko and seconded by Ms. Wehner. The motion was

unanimously approved

**McGraw roof repairs** – Mr. Buford received a letter from John Martello giving an estimate on actually fixing the McGraw Branch roof, not just repairing it. The fix included unplugging the roof drains, fix the pans, and edge detail. After board discussion, they decided it would be a good idea to try fixing one drain to see if it works and do it in the fall when it is cooler. Mr. Kelderhouse asked for a motion to proceed with one drain fix in early October and do it as a test to see how it works, then move ahead at the original proposed price for the rest. The motion was made by Ms. Squicciarini and seconded by Dr. Heffer. Motion was unanimously approved.

**Customer survey concerns** – Mr. Kelderhouse met with Richard Barone. (This was the missed meeting by Mr. Buford because of Evans phone and computer problems). Apparently Mr. Barone put together a survey due to the D&C article on the libraries. Mr. Kelderhouse did not like this survey because he felt it was too misleading. Mr. Kelderhouse does want the library to do another survey to address community concerns but will have the library board put it together.

**Building project next steps** - The library board had a lengthy discussion on the next steps. It was decided that Mr. Kelderhouse will ask Linda Quinlan to put an article in the Post (Aug. 24<sup>th</sup>) after the August 16<sup>th</sup> library board meeting. This article will show that there are two options viable for the library – either one new library for Irondequoit or two new branches. This article will appear before the presentation by the library board to the town board. Due to this discussion, no executive session was needed by the library board.

**Board President's Remarks** The president will provide a report at the next board meeting. The board will vote on a proposal at this meeting. They will decide if they will act upon the communication to the Post and Media of Board's proposal. This will be done so the library board can present this proposal to the town board in October.

Mr. Kelderhouse requested a motion to adjourn at 9:35 pm. Mr. Pylyshenko made the motion and Dr. Heffer seconded.

Respectfully submitted,

Anne Boring

Recording secretary