

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

Trustee Members Present: Stephanie Squicciarini, Susanne Magee, David Heffer, Terry Buford (Director), Anne Boring (Recording Secretary)

Trustee members absent: Karyl Mammano (excused), Wolodymyr Pylyshenko (excused), Lynanne Wehner (excused)

Guests: None

Meeting called to order by President Kelderhouse at 7:10 p.m.

Approval of agenda: Mr. Kelderhouse requested changing the order of the agenda so that old and new business would be first. He was concerned he would have to leave early and wanted to be sure the board had a quorum for voting. Motion to approve the amended agenda made by Dr. Heffer and seconded by Ms. Magee. Motion unanimously approved.

Public forum: No time requested.

Old Business – Proposed By-Law revision vote – The library board discussed all the revisions proposed in the by-laws. They determined to review the by-laws on a regular basis. A motion to accept the by-laws in its entirety was made by Mr. Kelderhouse and seconded by Dr. Heffer. Motion passed unanimously.

Review of long range plan – Due to the excused absence of so many board members, a motion to table this discussion till next time was made by Ms. Squicciarini and seconded by Dr. Heffer. Motion passed unanimously.

New Business – Approving a December interim voucher list – Ms. Boring, bookkeeper of the Irondequoit Public Library, requested permission from the library board to do an interim voucher list on December 1st to ease the burden at yearend. A motion to approve the December 1st voucher list was made by Dr. Heffer and seconded by Ms. Magee.

2007 Holidays – A list of the proposed 2007 holidays for the Irondequoit Public library was presented to the Library Board by Mr. Buford. A motion to accept these dates was made by Ms. Squicciarini and seconded by Ms. Magee. Motion passed unanimously.

2007 Library Board meeting dates - The library board discussed the dates for next year. In most cases (there are some exceptions) they will be the third Wednesday of each

month. A motion to accept these dates was made by Ms. Squicciarini and seconded by Ms. Magee. Motion passed unanimously.

November 21 Town Board Meeting – The library board and Mr. Buford discussed the agenda for their presentation at the November 21st meeting. Two items they will be presenting to the Town Board are a press release going out that day by the Library Board regarding their future plans for the library and the library board will hold 2 subsequent meetings based on this press release. One is on November 29th at the Evans Branch and the other is December 6th at the McGraw Branch. The other item to be presented to the Town Board is the renewal of 3 library board trustee terms which expire on December 31st, 2006. A short bio was requested from each board member to be handed out to the Town Board. Mr. Kelderhouse would like to see full library board attendance at this meeting.

Approval of Board Minutes and workshop minutes Minutes from October 18, 2006 board meeting. Motion to table the vote for these minutes due to the lack of a quorum was made by Mr. Kelderhouse and seconded by Dr. Heffer. Motion approved unanimously.

Vouchers: After discussion, a motion to approve November, 2006 vouchers made by Dr. Heffer and seconded by Ms. Magee. Motion passed unanimously.

Directors Report

1. Library system news

- Ms. Mammano, Dr. Heffer, and Mr. Buford attended the Trustee Institute at the Rochester Public Library on Saturday, October 21st. It was informative and provocative as all learned about not only the future of libraries and evolving technologies but the challenges ahead in adapting to the rapid pace of change and the demands of a new generation of library users who are fully immersed in the new technologies.
- Mr. Buford is chairing a new team of library directors and library technology people to create a county-wide intranet for library staff. It will be a private web site for library staff where collaborative and shared work can be done and information such as meeting minutes, policies, procedures and other need to know information can be stored and retrieved efficiently.
- Supervisor Heyman has asked Mr. Buford to work with Tony Favro and apply for a New York State Library construction grant for 2007. This could be as much as \$500,000 toward new library construction costs.

2. Town News

- There was a public budget hearing Thursday, November 9th. At that meeting Council/persons Turner and Dzus proposed a series of cuts to the town budget including the elimination of the Assistant Director of the Library and pay cuts

for all employees to meet a new proposed policy that no salary exceed what the Supervisor earns. Because the cuts were not proposed until after the discussion on a motion to approve the budget without changes had already started, they never came up for a vote as the original motion carried. Replays of the meeting are available in ICAT.

- We held our last full staff meeting of the year on Monday, November 13 and Supervisor Heyman was our main speaker. She explained the town's current fiscal situation in detail and affirmed her strong belief that library expansion is badly needed. She took questions from the staff and to their credit they asked very respectful but probing ones about fund balances, community center vs. library planning and future plans. Mr. Buford felt she really made a strong connection with the library staff and he believes the staff came away with a better understanding of the town's finances and the Supervisor's situation.
- Assessor Noleen Griffin is leaving town employment to become assessor for the town of Gates.
- Supervisor Heyman and various other officials will tour the Kings Park buildings on Kings Highway on Thursday, November 16 at 3:30 pm. Mr. Buford will attend and all trustees are invited as well.

3. IPL News/Facilities report

- The McGraw roof work is still being delayed by wet weather. Next possible start date is Monday, November 20th.
- Various electrical and plumbing repairs were made at Evans Branch.

4. Financial/Statistical Report Highlights

- Financial Summary: Financial summary report not available this month. The town was late in producing the report we use to produce ours.
- Still working on bringing the year to a close under budget and returning money to the fund balance. This is even more important because our budget projections for 2007 did not originally include the use of any unreserved fund balance. However, the town opted to use \$20,000 from our fund balance for 2007.
- Cash receipts: As you can see room rental income is off quite a bit since the 2nd quarter. Possible explanations: Some of the customers who pay booked far in advance and paid upfront. As the number of our programs increases, the availability of the rooms for paying customers decreases. People are wising up to the fact that we are the only MCLS library that charges.
- Trustee account report for 3rd quarter included.
- Internet use continues to climb, especially at Evans.
- As was our goal, the number of, and attendance at YA programs is increasing.
- Voucher listings of interest are: Anthony Electric, restroom exhaust fans at Evans stopped working. Edgar Turner Plumbing, restroom

toilets at Evans leaking onto floors. MCLS invoices, MCLS is a source for hard to find or local author published books, this is our 6 month payment for UMS collection agency fees, and the last invoice is the 6 month cost share payment for system services.

The board accepted all financial reports.

Friends Report – Ms. Squicciarini was unable to attend the last meeting as she was at NYLA. She did mention that the renewal memberships are out.

Board President's Remarks No remarks made by Mr. Kelderhouse. However, Dr. Heffer commended Mr. Buford for his work. Dr. Heffer did not realize how much Mr. Buford does with his involvement with MCLS. Attending the Trustee Institute workshop gave him a better understanding.

A motion to adjourn at 8:47 pm was made by Mr. Kelderhouse and seconded by Dr. Heffer.

Respectfully submitted,

Anne Boring
Recording secretary