

Irondequoit Library Board of Trustees
Monthly Meeting
Pauline Evans Branch
Minutes from February 21, 2007

Trustee Members Present: David Heffer, Karyl Mammano, Lynanne Wehner, Mary Ellen Jones, Elaine Cole, Irena Skrobach, Stephanie Squicciarini (honorary member), Susanne Magee (honorary member), Gail Bello (Town Board Liaison), Terry Buford (Director), Anne Boring (Recording Secretary)

Trustee members absent: Wolodymyr Pylyshenko

Guests: None

Meeting called to order by President Heffer at 7:02 p.m.

Approval of agenda: Dr. Heffer requested two items be added to the agenda; the President's Report to be added after the Director's Report (permanent add-on) and under New Business, appointing liaison to IPL Foundation. Motion to approve agenda with changes was made by Ms. Wehner and seconded by Ms. Cole. Motion unanimously approved.

Welcome New Trustee and Liaison – Dr. Heffer welcomed new library board trustee Irena Skrobach and Town Board Liaison Gail Bello. He looks forward to having both here.

Public forum: No time requested.

Approval of Board Minutes - Motion to approve January 2007 minutes made by Ms. Jones and seconded by Ms. Cole. Motion unanimously approved.

Vouchers: Dr. Heffer requested a motion to approve the current vouchers. Ms. Wehner made the motion and Ms. Mammano seconded. Motion passed unanimously.

Director's Report:

1. Library System News

- The MCLS lobbying meeting with Joe Morrelle has been canceled. We are waiting to hear on possible dates for rescheduling.
- The Special Library Funding District proposal being championed by MCLS leadership is still alive. It is possible that representatives from their team may want to address this board later this year. Because of the importance of this proposal, the complexity of MCLS funding and

organization, and turnover in board personnel, this will be discussed in more detail this evening as an old business item.

- MCLS is currently negotiating with vendors for downloadable digital audio and ebooks. This is an entirely new direction in service designed to appeal to users of mp3 players, PDAs, cell phones and any other devices that display text or audio. Users will be able to download audio books or e-books and eventually maybe music and video as well and play them on their devices.
- The central library has modified their internet policy to bring it in line with what the towns are doing after the big Channel 10 hidden camera report and the Maggie Brooks announcement this week.

2. Town News

- In addition to emailing the approved library board meeting minutes, Mr. Buford has begun emailing the proposed library board agenda to the same recipients. The town board and other town sponsored boards make their agendas available before meetings and knowing what will be discussed instead of reacting to what has been discussed might help make everyone more comfortable with the process.

3. IPL News/Facilities report

- We had our first staff meeting of the year on President's Day, Monday, February 19th. The highlight was a visit by Board President Heffer, Trustee Jones and Town Board Liaison Bello. Dr. Heffer spoke about his background in Irondequoit, his interest in libraries and his optimism about the board's goals and objectives. All 3 guests responded to a series of thoughtful questions from the staff about budgets, buildings, safety and other issues.
- Mr. Buford has started an IPL Director's Blog called the open book. There are links to it on our home page.
- The usual seasonal roof leaks related to the melting of accumulated snow and ice are happening at both Evans and McGraw branches.
- We are experiencing minor electrical problems at both branches relating to overloaded circuits causing repeated tripping of circuit breakers. Inadequate electrical service is one of the often overlooked shortcomings of our current buildings.
- Wireless internet access has been installed at both branches as of Tuesday, February 20th. Anyone using a notebook PC or other portable device equipped with a wireless networking card can access the internet without staff involvement. It even works in some areas adjacent to the building so folks sitting in their cars or on park benches can get access. MCLS does not allow wireless access to their networks so we have installed internet feeds from Time-Warner at both branches. After reviewing options for content filtering we have

installed firewalls with internet content filtering software at both sites to filter content for all wireless users. This approach will allow us to maintain content filtering for wireless users at a level similar to that of the hardwired internet PCs at each branch, preventing any disparity that would result in user preference for one method of access over the other. An annual subscription to the automatic content filter updates is included in the upfront costs for year one but will have to be renewed every year.

4. Financial/Statistical Report Highlights

- Financial Summary: The overall 2006 budget year is closing out well. The Comptroller reported at the January town board meeting that the library fund balance will come in at about a robust 6.3%.
- The 2006 public service report final numbers are in. Borrowing increased at both libraries as did door count. Internet use is huge and growing at Evans while holding steady at McGraw. It is with regret that I inform you that our run as the county's most popular library is over. The Greece Public Library is now the most heavily used library in the county. We are a close second. This is not a surprise as they have been narrowing the gap for quite some time and if population were any measure, they should have done it long ago as they are almost twice the size of any other town.
- We have no February budget scroll or updated financial data for January. The person in the Comptroller's office who produces those reports was out and is trying to catch up.
- We do have circulation and acquisitions data for 2006. Note that decreased materials budgets mean fewer new items in the library. Book purchases in 2006 were down about 14%.

The board accepted all financial reports.

President's Report – Dr. Heffer reported that he, Ms. Jones and Ms. Mammano met with Supervisor Heyman to fix communication problems. He stated it was a difficult but informative meeting. Because of concerns brought up by the Supervisor, Dr. Heffer personally met with Mr. Buford. Dr. Heffer and Mr. Buford will meet with Ms. Jones and Ms. Mammano and ultimately meet with the Supervisor as a group. Dr. Heffer was heartened by the meeting with the Supervisor who told him she agreed to disagree but ultimately they would listen to each other. Dr. Heffer was pleased that the Town Liaison was now part of the Library Board meeting. This will give us needed input. We need communication between the Town and the Library if we are to get a new building. Mr.

Kelderhouse wrote a letter to Dr. Heffer asking him to thank the library board for their continued support.

Friends Report – Karen Hultz attended the January Friends Meeting for Ms. Squicciarini. The Friends continue to struggle to find new board members. Membership fee is 95% of budgeted money for library programs. This could be devastating to the library as our program money is fully funded by the Friends. Ms. Squicciarini hopes to play a more active role with the Friends than she has in the past. The library board discussed ways to help the Friends.

Old Business - Review of 2007 budget - The board reviewed the budget line-by-line, comparing the 2007 budget with the 2006 budget. Our Materials Budget, which is really important to the library, was heavily cut in 2007.

Evans Parking Lot Project Update – This project is driven by the church. They are planning a large remodel plan and want to reconfigure the parking lot at the same time. This would affect the church, Chase Bank and the Evans Branch of the Irondequoit Public Library. Church members will canvas residents on Ganado Road – who are strongly opposed to proposed changes.

Special Library Funding District Update - Mr. Buford explained how MCLS is organized, run and funded. Some library system trustees want to change how the library system is funded by going to the voters with an annual budget proposal. These special funding districts have become successful and popular throughout NYS.

New Business - Fund Raising – Ms. Magee, IPL Foundation president, mentioned they are looking into grants and community funding. She mentioned they need to recruit another member for the board of directors. She questioned the need for a Foundation liaison position. This has been put on hold for now.

Library Board Self Assessment – Ms. Mammano explained it takes close to a year to do this. Self assessment means to look at your strengths and weaknesses and see where improvements are needed by the end of the year. Libraries are required to have a strategic plan in place (which is our 5-year plan). Strategic plans are constantly being updated.

Director Evaluation Policy Review - President Heffer wants a motion put in place for a total review, that is, the library President reviews, senior library staff reviews, town supervisor reviews, and anyone the director comes in contact with daily or just one time reviews. Ms. Mammano made a motion to apply this policy and Ms. Wehner seconded. Motion unanimously carried.

Board President's Remarks President Heffer remarked that the staff asked about the possibility of a new building and what are they supposed to tell people when asked. Town liaison Bello said they should go to town board meetings and get in touch with the legislatures. This will keep the library in the forefront of their minds. The staff also asked when this would happen. President Heffer suggested 5 years. Liaison Bello felt it would be in one or two years. The community center and the library are linked together. Liaison Bello said that the town is getting estimates for sites. President Heffer thanked everyone for being here and said that the patrons thank you all too because the library board forms the library policies.

Dr. Heffer requested a motion to adjourn. A motion to adjourn at 9:40pm was made by Ms. Mammano and seconded by Ms. Wehner.

Respectfully submitted,

Anne Boring
Recording secretary