

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

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

Trustee members absent: Susanne Magee (honorary member) excused

Guests: Elisa Cortina, Lydia Dzus

Meeting called to order by President Heffer at 7:05 p.m.

Approval of agenda: Motion to approve agenda was made by Ms. Jones and seconded by Ms. Mammano. Motion unanimously approved.

Public forum: Ms. Cortina, as mother, grandmother and employee at the Evans Branch of the Irondequoit Public Library, expressed her concern with the leaking roof causing tiles to fall being a possible danger to patrons, children and employees.

Approval of Board Minutes - Motion to approve February 2007 minutes made by Ms. Cole and seconded by Ms. Skrobach. 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

- MCLS has settled on a vendor for downloading digital audio and ebooks. Overdrive Inc. (overdrive.com) has been chosen and is already working with MCLS to set up this service. Four librarians from around the system will make the selections for the entire system service. Our own Acquisitions Librarian, Carol Trout, has volunteered and will be one of the 4 selectors. Service is expected to begin in May or June after a brief testing and familiarization period for staff. Patrons will log on as MCLS customers and be able to download digital content to their PC's and then transfer it, if they like, to portable devices such as mp3 players, PDAs or cell phones.

- The boards of trustees of the RPL and MCLS have formed a joint task force to study the internet filtering controversy and produce a recommendation for how the central library and branches will implement content filtering in the future.

2. Town News

- At the last town staff meeting Mr. Buford made a point of thanking Marty Piecuch for the excellent plowing and salting service the library parking lots received from DPW this year. At the beginning of the season we had some concerns and they were acted upon immediately. With the high number of seniors and disabled customers we have, parking lot maintenance is an important issue. DPW has always done a great job for us with snow and ice removal as well as pavement maintenance and repair.

3. IPL News/Facilities report

- Mr. Buford represented the library at the public meeting on the Evans parking lot project that was held on Monday, March 5 in the Evan's Branch meeting room. In attendance were representatives of the design team from Rochester Regional Community Design Center, HIPP, UCC, Chase Bank and local residents. Representing the town were Councilwoman Gail Bello plus Mitch Rowe and Donna Martello from Development Services. Discussion was spirited and generally positive.
- Evans Branch is beset by multiple leaks from the membrane roof at the rear of the building resulting in repeated calls for service to the roofer. Every time we have melting and thawing conditions, water from accumulated snow and ice infiltrates and runs into the interior.
- We are also experiencing minor electrical problems at Evans relating to the roof leaks and 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.
- Occasional plumbing problems have also become routine as fixtures wear out and break at both locations.

4. Things you asked about

- All 2006 board minutes are up and running on the web site.
- Mr. Buford had the board meeting announcement signs in the branch lobbies redone so they are bigger and more prominent.
- Mr. Buford wrote a blog entry outlining the importance of the Friends of the IPL and encouraging folks to join and to volunteer.

- Mr. Buford talked with Linda Quinlan about our internet policies and procedures and made sure she understood that what was happening at the central library with the overriding of filters was not happening here.
- Mr. Buford sent out copies of the long term plan to members who needed them.
- Cost of filtering the wireless internet: the router, firewall software and filtering software and a one year subscription to daily filtering software updates are all sold on state contract as one unit. The cost of a one year subscription renewal this year was \$70 x 2 branches = \$140. We can expect a similar cost next year when we renew.

5. Financial/Statistical Report Highlights

- The town finance department is upgrading their financial management software. This is why we have been slow to receive the budget reports. We got one for this month but it arrived today so it hasn't been checked for errors as we usually do before you receive it. We also did not have time to produce the reports you are used to seeing that are extracted from the budget report such as the cash receipts and financial summary. Since the board has not received a report for a while, Mr. Buford thought it was important to get one into your packets this month. It also has a different appearance but once you get used to it, it is actually easier to read than the old format. Once we all get up to speed on the new financial software these delays should end.
- Bolded vendors this month are Anthony Electric for continuing electrical problems at Evans concerning overloaded circuits used to operate PCs; CampbellNet Solutions, for the installation of wireless networks at both branches; Edgar Turner Plumbing, for continuing plumbing system failures; the quarterly datamailer and phone notification charges from the library system.

The board accepted all financial reports.

President's Report. Dr. Heffer thanked Mr. Buford for preparing and emailing the internet filtering/access overview to the members of our extended email list. The library board needs to be well versed in the filtering situation. Dr. Heffer supports the filtering system at the Irondequoit Public library and feels that a library is not the place for this type of viewing.

Dr. Heffer thanked Mr. and Mrs. Pylyshenko for the \$1,000 contribution made by the Pylyshenko Foundation to the Irondequoit Public Library Foundation.

Dr. Heffer thanked the children's librarian, Mary Gleason, for taking the time to put together everything needed to apply for the family literacy grant. He wants to invite Ms. Gleason to give an overview of the grant to the library board if we should get it. Dr. Heffer asked Ms. Wehner about the roof leak which is an architectural and structural nightmare. The library board needs to determine if they are to deal with the roof now. Dr. Heffer thanked Councilwoman Dzus for attending the library board meeting.

Town Board Liaison Report - Ms. Bello asked many questions, primarily related to determine what the library board's expectations are from the town board, and how much money has the foundation raised so far (the foundation has had no major fund raising so far) . This same question was asked by Councilwoman Evans in an e-mail sent today to Mr. Buford. The answer from the board is that the library wants the town to endorse one library in a central location. It is possible that because of the cost, it may not be possible to get a new library right now. The library board needs to know this for sure because the library has major problems that need to be addressed. Ms. Bello said that the town will continue to look for sites for the Community Center and the library. Ms. Wehner added that the library would love to share a building with the Community Center. Ms Bello said she would set up a meeting with all parties concerned, both the town board and the library board.

Friends Report – Ms. Squicciarini said that the Friends are focusing on revitalization. They are still putting together a cookbook to sell. Patti Nenni, a library employee, is interested in the Friends and has many ideas for revitalizing. She is now on the board and is in charge of small business membership.

Old Business -

Evans Parking Lot Project Update – This project is driven by the church. They are planning a large remodel plan. They need to revise their plans because the Ganado Road residents don't want an entrance from their road. They are also trying to get a four-way cross at the light at Titus and Cooper and perhaps single contracts for things like garbage pickup and snow plowing. The church is also looking for block grants.

New Buildings/Town Board role - Already discussed.

New Business - Distribution of minutes and agendas – The library agenda is usually sent to voting library board members a day early for them to check for changes. Once the library board has okayed it, it is sent to the town and the rest of the extended email list. A draft of the library board minutes is sent to voting members of the library board for their review before the next board meeting. When the minutes are approved at the library board meeting and become official, they are then sent out to all. Dr. Heffer did not want to change this protocol without discussion at a Library Board meeting and after discussion, the library board concurred and maintained the distribution of draft minutes to the voting Library Board members, revisions/additions, deletions and approval will

continue to be made at the following month's Library Board meeting and the approved minutes will be distributed according to the current protocol.

Review of library patron surveys – A survey was handed out at each branch asking patrons how we are doing. The library ranked high in all areas. Some patrons asked about credit cards. This will be discussed at the next meeting.

Evans roof condition review - Mr. Buford handed out pictures of the Evans roof. It shows dozens of patches and seams splitting. Because of the placement of HVAC equipment, work crews have to walk across the roof to get to it. The McGraw roof is not leaking now due to the drain pipe repairs done late last year. Mr. Buford has gotten some estimates for a redo on the Evans roof. It is also possible it can be recoated. Councilwoman Bello was concerned about the safety of the inside of the ceiling. Mr. Buford explained that we might take all the ceiling tiles down if necessary and when we have a leak we cover our books with plastic and rope off affected areas.

Board President's Remarks - Ms. Cole reminded everyone that the library board page on our web site is not up to date and everyone needs to bring a picture to add. President Heffer thanked everyone for attending.

Dr. Heffer requested a motion to adjourn. A motion to adjourn at 8:45pm was made by Mr. Pylyshenko and seconded by Ms. Mammano.

Respectfully submitted,

Anne Boring
Recording secretary