

Irondequoit Library Board of Trustees
Monthly Meeting
Pauline Evans Branch
Minutes from April 18, 2007

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

Trustee members absent: Susanne Magee (honorary member) excused, Stephanie Squicciarini (honorary member) excused

Guests: Elisa Cortina, Jennifer Barth, Carla Robbins, Mr. & Mrs. R. Klafehn, Mary Gleason, Peter Kelderhouse

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

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

Public forum – Mr. Kelderhouse started by saying that the Town Supervisor and the Town Board made the proper replacements for outgoing members of the Irondequoit Public Library Board. He went on to read an email sent by Councilwoman Evans recently asking exactly what it was that the library board was waiting for from the town board. In Mr. Kelderhouse's reply, he stated that in fund raising direction and a reason is needed before it can start. Councilwoman Evans replied that she was hoping for better dialog and open communication between the town board and the library board.

Mr. Kelderhouse then went on to say that the night before the town board made a decision to close the Evans Branch without any input or recommendations from the library director or the library board. Mr. Kelderhouse did not think the town board had a right to do this. He said the library board has the authority for day to day library activities and long range plans for the Irondequoit Public Library. He felt that the library board should be the vehicle to close either branch of the library should it become necessary, not the town board.

After Mr. Kelderhouse spoke, the library board president asked the rest of the guests to introduce themselves.

Approval of Board Minutes - Motion to approve March 2007 minutes made by Ms. Mammano and seconded by Ms. Jones. 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: Mr. Buford started by thanking the staff of the Irondequoit Public Library for their flexibility and efforts due to the circumstances from the temporary closing of the Evans Branch

1. Library System News

- The boards of trustees of the RPL and MCLS have held two public forums so far on internet safety and filtering policies. The trustees hope to use the input from these forums to help craft their new improved internet policy.

2. Town News

- Mr. Buford attended the Planning Board Meeting on April 9 as library representative in the stakeholder group for the Cooper/Titus shared parking plan. The plan was presented informally as a progress report to the planning board and all members of the board expressed satisfaction with both the plan and process used.

3. IPL News/Facilities report

- The Evans Branch membrane roof leaks at the rear of the building continue. The Supervisor has visited as well as the roofers. Previously Mr. Buford reported that the problems were related to snow and ice melting but now rain as well causes multiple leaks to start up. We have not had electrical system involvement yet in any of the latest leaks.
- McGraw Branch is continuing to have problems with their ADA compliant front door and opener. The motor that opens the door has burned out again and we are talking to a new company about new designs and other ways to prevent these continuing difficulties.

4. Things you asked about

- Mr. Buford is distributing for the board's approval everything he has so far for the library board portion of the library web site.
- Mr. Buford sent out the latest version of the Internet Filtering Talking Points.
- Mr. Buford has produced a spreadsheet documenting the last 4-1/4 years building maintenance and repair expenses.

5. Financial/Statistical Report Highlights

- Financial Summary: We are lagging a little behind on revenue although not as badly as last year. The main areas where we can hold

down expenditures are materials and services and supplies. We are doing just that.

- **Public Services Report:** Please note that contrary to what many people might think, demand for internet access continues to increase. In the public service report at Evans Branch, we are now averaging at least 2,000 log ins per month on 6 internet PC's. In March that meant that each PC got used 397 times that month or 14 or 15 sessions per PC each day. That means each PC is in use all day every day. The resulting friction from frustrated users waiting for somebody else to leave and users running out of time before they have to leave has caused us to start reviewing and adjusting our internet access limits.
- **Bolded vendors this month are:** Elmer W. Davis, the roofers who continue to attempt to mend our roofs when they leak; Goodman Janitorial Supply, we can no longer afford to have our rugs professionally cleaned. Our maintenance guys from each branch use our floor machine, rent another, buy the rug cleaning chemicals and do an entire branch themselves on a Sunday when we are closed. The professional rug cleaning would cost approximately ten times this amount; Sara Lipera, a refund of a meeting room fee due to the closing of the Evans Branch; Stanley Access Tech, for ADA compliant automatic door repairs at McGraw again.

The board accepted all financial reports.

President's Report. Dr. Heffer thanked all for coming out tonight. He thanked the Town Supervisor for visiting the Evans Branch Monday morning, and the whole town board for their interest in the library and taking action on the library. Dr. Heffer disagrees with the decision to close the Evans Branch but will carry out the decision made by the Town Board. He reminded the trustees of the 2007 Trustee Institute which will be held in Queens at the beginning of May. Members of the library board can become certified by attending. It's a good way for networking and gaining information and experience.

Town Board Liaison Report - Ms. Bello said the Town Board is to meet with the Library Board at McGraw on April 30 at 6pm. Ms. Bello said that the town can move the library to Kings Gate property for a short or long term. They are negotiating a price. Ms. Bello suggested the library start fund raising. Ms. Bello stated that the town does not want to raise taxes for a new library. This and the development of a plan of action on how to work together are some of the things to be discussed at the April 30th meeting. A discussion on this followed.

Friends Report – Ms. Skrobach attended the last Friends meeting. She was very impressed and encouraged with the Friends motivation to increase membership. Some members attended a fund raiser workshop in April. They are coming up with sales ideas

at the library – perhaps at holiday time. The Friends complemented the Evans Branch on their previous sales. They are trying to increase their visibility by posting articles in the post and through a booth at the Farmer’s Market.

Old Business -

Evans Parking Lot Project Update – The plans have been updated since the last presentation. They eliminated the entrance/exit to Ganado Road, broadened the driveway off Cooper Road and added more greenery and better lighting. The church is not sure yet when this will all happen.

Evans roof situation review - Mr. Buford reviewed the spreadsheet for maintenance at the library over the last four years. The membrane roof on the newer section of the Evans Branch had a life expectancy of 20 years but is now at 22 years. A tear-off and replacement would cost \$30-35,000. A 3 step roll out would cost approximately \$17,000 with up to a 10 year warranty. This wouldn’t violate building codes or inhibit the ability to replace the roof in the future. In addition, our insulation so far is okay as they have done a core sample. This would be a low cost approach and would include 3200 sq. ft and replacing the flashing. It is a good idea for Labella to make a structural analysis, before the library board makes any decisions. There was great concern as to whether the Art Club will be able to have their art show at the Evans Branch (due to start at the end of April). While waiting for Labella, the staff will be sent over to McGraw as needed. During discussion the question was asked where the funds for repairs will come from. The library board asked to be notified when this discussion will be placed on the town board agenda.

New Business - Credit/debit card acceptance – Mr. Buford is looking for ways to increase revenue and thinks this may be one way. He has looked into the situation and found that Chase Bank has a special offer for non profit agencies. He explained the pros and cons to the board members and a discussion followed.

Board President’s Remarks – The president said that the board has always subsidized board members when they go to meetings out of town and we will continue to do so. The monies will come out of the trustees account. Dr. Heffer said he looks forward to the meeting next week with the Town Board and feels that positive things could happen from this.

Dr. Heffer requested a motion to adjourn. A motion to adjourn at 9:10pm was made by Ms. Mammano and seconded by Mr. Pylyshenko.

Respectfully submitted,
Anne Boring
Recording secretary