

Irondequoit Library Board of Trustees  
Monthly Meeting  
Pauline Evans Branch  
Minutes of Meeting May 16, 2007

**Trustee Members Present:** David Heffer, Karyl Mammano, Lynanne Wehner, Mary Ellen Jones, Elaine Cole, Irena Skrobach, Woldomyr Pylyshenko, Stephanie Squicciarini (honorary Board Member), Susanne Magee (honorary Board Member), Gail Bello (Town Board Liaison), Terry Buford (Library Director).

**Trustee Members Absent:** None

**Guests:** None

Meeting called to order at 7:10.

**Approval of the Agenda:** Motion to approve agenda was by Elaine Cole, seconded by Karyl Mammano. Motion unanimously approved.

**Public Forum:** No time was requested.

**Approval of the Meeting Minutes:** Motion to approve April minutes made by Mary Ellen Jones, seconded by Irena Skrobach. Motion unanimously approved.

**Vouchers:** Dr. Heffer requested a motion to approve the current vouchers. Motion made by Karyl Mammano and Mary Ellen Jones Seconded. Motion unanimously approved.

**Director's Report:** See attached sheet

**President's Report:**

1. Mr. Heffer comment on the combined meeting with the Town Board and the Library Board as a productive one. The communications between the two boards has been corrected and the items ahead for both boards should move along smoothly.
2. Mr. Heffer attended the 2007 Trustee Institute Conference in Queens, N.Y. He further discussed the lectures he attended and the positive information he came away with. He also commented on Ms. Stephanie Squicciarini lecture as one of the best he had attended in his three years of attendance.
3. Mr. Heffer appointed Karyl Mammano as the head of the Director's Evaluation Committee.

**Town Board Liaison Report:**

1. The resolution discussed at the joint meeting of both Boards was not made during the May Board meeting because the joint meeting was being challenged as illegal.

2. The "Summit" Meeting will be held on May 21, 2007, at Christ the Kings Gymnasium at 7:00pm. At this meeting the Community Center Committee will announce its recommendation for the Community Center and Library relocation. Terry Buford will also do a presentation of the Library Board's current finding and a short summary of the Thomas Associates Facilities Report.
3. Ms. Bello will check in with the East Irondequoit School District Library as to why they currently don't have extended Library hours for the public.
4. If the Town Board is required to have a referendum for the Library Consolidation it will cost the Town around \$68,000 if it is done not affiliated with the November election.

**Friend's Liaison Report:**

The Friends are seeking recipes from their members and the Library Board for the publishing of a fund raising Cookbook. A request of recipes is also on the Library website. The current annual report just went out for the Friends. Local Business letters went out also to seek new membership for the Friend's.

**New Business:**

State Education Department will help the library to write grants for new library funding. Monroe County will have available some where around \$500,000.00 dollars for reconstruction purposes available for Monroe County libraries who apply. For this Grant money the Library must have funding available to match the donation. The Grant must provide answers such as where the new building will reside, where the monies that will match the grant will be coming from and a true estimate of construction costs provided by a contractor.

**Old Business:**

Parking Lot Project: Mr. Buford stated that it was a great experience for all parties involved, the Bank, Church, Neighborhood and Library. The changes that were requested at the final meeting have been incorporated into the plan and everyone involved seems to be happy with the end results. The new plan is complete and now will need additional funding in order for the construction phase to happen.

Dr. Heffer requested a motion to adjourn the meeting. A motion was made by Myroko Pylyshenko and seconded by Karyl Mammano.

Respectfully submitted,  
Lynanne Wehner

**Irondequoit Public Library**  
**DIRECTOR'S REPORT**  
Wednesday, May 16, 2007

**1. Library System News**

- The MCLS and RPL library boards continue to mull over what changes they should make to the central library internet policy to appease County Manager Brooks. There is currently no timeline for announcing a decision. I am hoping this lull means that behind the scene negotiations are taking place to reach a decision with which all parties can abide. We should all beware however that Brooks may be asking for a uniform policy county-wide. As you may already understand, the trustees of the individual libraries make those policy decisions and the MCLS board has no legal authority to negotiate this.

**2. Town News**

- The stakeholder group for the Cooper/Titus shared parking plan held a final presentation of the area redesign plan. The HIPP group arranged live music and snacks to create an art-gallery like atmosphere in which we were all available to answer any questions about the plan. Many area residents attended as well as Supervisor Heyman and Councilpersons Turner, Dzus and Bello. We are still awaiting cost estimates before proceeding with funding requests and with final Planning Board approval. Town Attorney Malgieri is being consulted to help with the necessary stakeholder agreement between the town, church and bank.
- I have been meeting regularly with Supervisor Heyman and other town officials as they prepare for the Community Center Summit this coming Monday evening. The library will be part in the presentation. There will be reserved seating for all Library Trustees and Asst. Director Hultz at the front of the seating area. I will be seated on the stage as Supervisor Heyman has recruited me to deliver a portion of the presentation regarding the history of library studies, construction and needs. Please make every effort to attend this meeting. A specific proposal for library expansion and the beginnings of a community center, including finances, will be presented at this meeting.
- Town Clerk Genier has forwarded to me a Freedom of Information Law (FOIL) request from Richard Barone for documents relating to the roofs of both branches. I am working with her to fulfill the request within the constraints of the law. It is a bit frustrating to receive this since the bulk of what he asks to examine is already available at either library branch and on our website.

- Kudos to Trustees Jones and Cole for their remarks at the Town Board meeting last night, May 15<sup>th</sup>. Both made key points for us that often get overlooked or left out of the debate.

### **3. IPL News / Facilities report**

- The Evans Branch membrane roof has not leaked since we last met despite numerous rain showers. The building has been inspected and tested for air quality problems related to the leaks. The building has no mold, mildew, fungus or other moisture related problems. Air quality is good and close in quality to the outside air.
- McGraw Branch has a problem with the hot water service to the 2 basement restrooms outside the meeting room. Cost estimates for replacement of the water heater for that area are ranging from \$600 to \$800. For now we are going with cold water only as we explore cheaper options.

### **4. Things you asked about**

- The library board portion of the IPL web site is up. Take a minute to review one last time your section for any changes you would like. Feel free to update anything anytime. We can usually make any changes within 24 to 48 hours.

### **5. Financial/Statistical Report Highlights**

- The 1<sup>st</sup> quarter statement for the trustee accounts and a town monthly budget report are in your folder tonight.
- Financial Summary: We are lagging a little behind on revenue although not as badly as last year. However, Anne boring estimates that the temporary closing of the Evans Branch and slow return of customers after the reopening cost us about \$1,000 in revenue. Two of our three busiest months lie ahead so I am still hopeful of a revenue upturn. With 1/3 of the fiscal year in the books we are, as planned, underspending slightly on expenses. The library materials line always lags behind but I am also holding back \$10,000 for contingencies.
- Public Services Report: As previously mentioned, please note the drop off in service numbers for the Evans Branch due to not only the closing but the subsequent slowness in returning to previous levels of use after re-opening. Although we used the same channels to publicize the reopening that were used to announce the closing, customers have been slow to return.
- Bolded vendors this month are: #134 All Doors and Glass, more repairs to the McGraw automatic front door. #143, Elmer W. Davis, this is the big bill for the bulk of the visits to Evans this year. #148 Home Depot, for replacement of the refrigerator in the staff break room at McGraw. Please note, although it replaced a build in unit, we can take this one with us if we leave. #152 MCLS,

for our UMS Collection Agency service. Please note the cost comes out of fine revenue, line 2082, not the 4000 level expense lines. #153 MCLS, This is half our annual cost share for the operating expenses of MCLS. #165 The Vacuum Center, for replacement of the McGraw Branch vacuum cleaner.

Terry Buford