

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

Trustee Members Present: Karyl Mammano, Elaine Cole, Wolodymyr Pylyshenko, Stephanie Squicciarini (honorary member), Gail Bello (Town Board Liaison), Susanne Magee (honorary member) Terry Buford (Director), and Anne Boring (Recording Secretary)

Trustee members absent: Lynanne Wehner (excused), Irena Skrobach (excused),

Guests: No guests present

Meeting called to order by Dr. Heffer at 7:07 p.m.

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

Public forum – No time requested.

Approval of Board Minutes - Motion to approve June 2007 minutes with minor corrections was made by Ms. Mammano and seconded by Ms. Cole. Motion approved with Ms. Jones abstaining.

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

DIRECTOR'S REPORT

Irondequoit Public Library
DIRECTOR'S REPORT
Wednesday, July 18, 2007

1. Library System News

- Monday, July 16th, was the busiest day in MCLS history. Typical day is 60,000 transactions in CARL. Typical summer day is 85,000. Monday was 119,062. Naturally our staff handles the surge in business with aplomb.

- The MCLS Budget Kits for 2008 are out and you should have each received an electronic copy in MSExcel this afternoon. If you didn't receive it please let me know. It is very useful for benchmarking our operation with the other towns in Monroe County.

2. Town News

- I met with Comptroller John Bovenzi, Peter Kelderhouse of the Community Center Finance Committee and Bob Moore the independent auditor who is examining all project documentation and finances. Mr. Moore asked a lot of excellent questions about library operations and finances. We had a lengthy discussion about library budget reductions and in particular reductions in staffing.
- Both library branches are now or will soon be stocking DVDs of Town Board, Planning Board, Zoning Board meetings as well as special events such as the Community Center Summit. It is thought that if residents can borrow the DVDs from the library it might reduce the cost and effort associated with the many FOIL requests the town clerk receives for these materials.

3. IPL News / Facilities report

- The IPL has been awarded a 2 year \$44,000 grant for Family Literacy by the NYS Education Department. The IPL is one of only ten libraries statewide to win one of these grants and beat out all others in the county including the RPL. The winning proposal, *Let's Get Ready To Read* combines the results of cutting edge research about how children learn language and literacy skills with immediate hands on training to give parents and caregivers the knowledge and techniques required to cultivate emergent literacy skills. The project will feature partnerships with area schools and preschools to offer both live training and, beyond the life of the grant, kits that can be borrowed from the library to allow future interested residents to train themselves in these techniques.
- The Evans Branch membrane roof had no leaks during the recent rains.
- McGraw Branch air conditioning system has been somewhat restored. The fix is an "outside the box" solution that Monroe Piping does not recommend but was willing to attempt due to the unique situation in which we find ourselves. Due to these circumstances and the long term relationship with the town this vendor did not charge for this service. The best case scenario is that this repair lasts through the warm season and until November when we will know whether long term occupancy of these buildings is still a possibility. At that time a more permanent and costly solution must be implemented.

- The staff of the McGraw Branch has dealt with the hot and humid conditions during the air conditioning breakdown with professionalism and dedication. I visited a few times during the breakdown and despite indoor temperatures in the eighties they delivered excellent library service and only closed early one day.

4. Things you asked about

- Last month we discussed library accessibility and ADA (Americans with Disabilities Act) compliance in terms of advocating for a bigger library facility. I did a quick survey of the basic required clearances and found that for the most part each branch is minimally compliant. We have the minimum required clearances in most places. In no place do we approach the optimal design specifications. Although we are not grossly violating the requirements at this time we can certainly improve a lot in this area with more space.

5. Financial/Statistical Report Highlights

- Halfway through the year we are succeeding in holding down expenses as best we can as we try to cover our anticipated budget overruns in the building maintenance and personnel areas as well as our anticipated revenue shortfalls in copier fees and library fines. July and August are our busiest months so there is still a chance that we will gain some ground in the revenue areas.
- In public services we have regained some of the customers who stayed away immediately after the Evans Branch reopening. April statistics that showed large decreases in borrowing, door count, reference questions and internet use at Evans have recovered. Our staff mounted a campaign to publicize our reopening after many customers expressed no knowledge of it.
- Bolded vendors this month are: #236, Monroe Extinguisher to repair failed emergency lights at McGraw.

Terry Buford

The board accepted all financial reports.

President's Report. Dr. Heffer thanked Ms. Mammano for conducting the last board meeting in his absence. He also thanked Ms. Squicciarini for speaking at the last town board meeting on behalf of the Irondequoit Public library. Dr. Heffer gave special thanks

for the McGraw Branch staff for their efforts in working in bad situations (no air conditioning in 90+ degree weather). He thanked Mary Gleason and staff involved for work done to get the Family Literacy Library Services grant for the Irondequoit Public Library. He has asked Ms. Gleason to make a presentation to the Library Board in the near future.

Dr. Heffer mentioned that he met with the Town Supervisor, Terry Buford and a CSEA representative recently. Dr. Heffer said the board's mission is to have our actions transparent with the Town and the rest of the community. He stated he would rather not have to deal with CSEA but has dealt with unions before and is used to it. He also stated that the Library Board has not abdicated the board's responsibility to the library. He said that the role of a trustee is financial responsibility.

As a point of interest, he suggested that the Library Board should have a conflicts of interest policy.

Town Board Liaison Report - Ms. Bello said that the Community Center Financial Committee is meeting on Friday and has asked the HIPP group to attend. The question they will ask them is "What would you do with the Evan's Branch if this building is not a library?" Ms. Bello said that DVD's are now available through the library on Town Board Meetings, Planning Board Meetings, etc. She also stated that the Town Supervisor and Ms. Bello will be meeting with Mr. Freeman regarding FOIL.

Friends Report – Ms. Squicciarini said that the Friends met last month. She brought recipe collection sheets to hand out to the board members to include their favorite recipes for the proposed recipe book. They have also sent letters out to their membership requesting recipes. If they do not have a good response, the cook book project will be cancelled. The Bookmarks are at McGraw right now. They are again looking into tote bags. They are also still looking at having a booth set up at the Farmer's market.

Old Business – Community Center/Library Project – The board discussed this at length. Some ideas/suggestions they had were: put frequently asked questions in as many places as possible; generate publicity on combining the two branches; and insert links on the website stating that if we expand these buildings it will be very costly. Other statements brought out in the discussion were that Evans won't be able to expand; a bigger building means more cars and no more parking spaces, and the cost of a new building versus the cost of renovation at both branches or the cost of a lease at Kings Landing. Also, it was noted that if the referendum is voted down, we can't get the construction grant for this year (possibly worth \$100,000).

Review Long Range Plan - The board took a look at the Long Range Plan. They decided to review it this month and bring their ideas back in August.

Fund Raising and the IPL Foundation - The town can't spend money to advocate for a referendum, etc. The question was asked if the Foundation could, but the Foundation cannot support any political side nor can they lobby. Their mission is to support their organization. The board decided to get legal counsel on what the Foundation can do.

New Business –Union Representation for Employees - The staff of the Irondequoit Public Library is part of the “unrepresented” employees referred to at times by the Town Hall. They have been mulling over unionizing and met with a CSEA representative. More than 50% of the employees signed to have a union. Dr. Heffer, Mr. Buford, and Supervisor Heyman met with the CSEA representative regarding this. Apparently there was some confusion on who could belong to a union and both fulltime and part-time employees requested this. Only fulltime employees will be allowed to join. Therefore, they asked an independent person to review the signed cards. Judge Genier will review although most fulltime employees had signed the card. The CSEA representative said that not a single employee complained, they simply are looking for representation. They are the only group of all town employees who do not have representation (with the exception of department heads).

Dr. Heffer personally wants the library board to have a presence in negotiation, but it may be difficult to get a library board representative. It was noted during discussion that the librarians don't always feel they get the respect they deserve. The current salaries and benefits are not competitive with other libraries. The staff feels they are losing ground. Mr. Buford said he thinks it probably is the best thing for everybody. Dr. Heffer again emphasized that the staff did not have any complaints – they just want representation. The Town can change or delete any salary increases or step increases that the library board has approved, and have done so for the last 3 or 4 years. The library staff would feel better if they have a voice.

Board President's Remarks - Dr. Heffer thanked everyone for coming and asked that everyone be sure to hand in their director evaluation if they haven't yet done so.

Dr. Heffer requested a motion to adjourn. A motion to adjourn at 9:32pm was made by Mr. Pylyshenko and seconded by Ms. Cole.

Respectfully submitted,

Anne Boring
Recording secretary