

Irondequoit Library Board of Trustees
Monthly Meeting
Pauline Evans Branch
Minutes from September 19, 2007

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

Trustee members excused: Lynanne Wehner, Susanne Magee (honorary member),

Guests: Mary Ellen Heyman

Meeting called to order by Dr. Heffer at 7:06 p.m.

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

Guest Speaker: Town Supervisor, Mary Ellen Heyman announced the library was awarded \$277,000 from New York State for the construction grant that was submitted for a consolidated library at Kings Park. The fact that New York State awarded the grant validates that the project with Kings Park is a good project. Ms. Heyman announced that there will be a question and answer session regarding the Kings Park Project on 9/20/2007 from 6:30 PM to 8:00 PM at the Town Hall. The biggest answer we do not have us what we will do in 15 years when the term of the lease expires and we have an option to buy. Ms. Heyman also discussed the fact that labor negotiations will take place with the CSEA for the library staff and stated the Library Board will be informed of the process. The 2008 budget will be filed with the Town Clerk on September 30th and there will be budget hearings for each department in early October. A brief discussion also took place regarding the need to repair the roof at the Evans branch prior to winter.

Public forum – Three speakers addressed the Board: Elisa Cortina, Carla Robbins, and Dianne Klafehn.

Amendment to Approved Agenda: Ms. Mammano requested an amendment to the approved agenda to move the library expansion fact sheet topic from the new business portion of the agenda to this point in the meeting. Ms. Skrobach seconded the motion. Motion unanimously approved.

Library Expansion Fact Sheet: Ms. Mammano reported on the progress made by the ad hoc committee convened to create a fact sheet for the library expansion. The committee met once and created a two page fact sheet using information from the Panz Library Consulting Report and the Thomas Group Report. A lengthy discussion took place regarding about the length of the fact sheet and emotional aspects that will dispel the facts. The discussion also continued with suggested methods to distribute the fact sheet, such as having a display at each library, printing them on a bookmark that can be inserted with each book that is checked out, having them printed on a page of the Irondequoit

Press. It was agreed that no matter what we do as to length or even mailing to each resident, that not everyone will read the sheet. The next meeting of the ad hoc committee will be held after the public question and answer session. The discussion also included general statements regarding the need for more articles for expansion and a suggestion of opening the library to tours including a video tour that could be posted online. Ms. Skrobach will draft a letter to the Irondequoit Post on behalf of the Board.

Approval of Board Minutes - Motion to approve August 2007 minutes with the changing the abbreviation “o-o-p” to operation was made by Ms. Jones and seconded by Ms. Cole. Motion unanimously approved.

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

DIRECTOR’S REPORT

1. Library System News

- Mary Gleason, Children’s Services Librarian at the Evans Branch is here tonight to give you a brief explanation of the “Let’s Get Ready To Read” program that earned the New York State Library family literacy grant.
- MCLS has rolled out a new version of the online library catalog called the “Visual Catalog”. The original catalog is still available as well now called “Classic”. The strength of the visual catalog is exploring subjects and keywords. When a customer types in a search term, the visual catalog creates a visual “tag cloud” that shows possible associated terms and ideas, spelling variants and related foreign language terms. The customer then clicks on any of the terms in the cloud and see catalog items that match.
- We have cleared the first hurdle with our library construction grant application. The MCLS review committee has approved our application and submitted it to the MCLS board of trustees recommending funding of \$277,000. These recommendations are routinely approved as is by the MCLS board and then sent to the state library development department for final review and approval. Awards are usually announced in February.

2. Town News

- I have a meeting with Supervisor Heyman and Comptroller Bovenzi to discuss the library’s 2008 budget proposal. I have invited Ms. Mammano and Dr. Heffer to accompany me. The meeting is September 25th at 11 AM.
- The library budget hearing scheduled for Tuesday October 2 at the town board meeting has been rescheduled. On Wednesday, October 3rd at 7 PM the library’s public budget hearing will be held at a town board workshop similar to last year. Please try to attend.
- The Supervisor’s Chat scheduled for last week was canceled and replaced by the question and answer session scheduled for the Broderick Room at the town hall tomorrow, Thursday, September 20th at 6:30 PM. The town

building consultant will make a presentation and the rest of the community center team including me will be on hand to answer questions and explain the plan.

- The 12 library employees affected by my error in reporting the 2007 salaries to the town's HR department have, with the help of the CSEA, agreed to a plan to rectify the situation with which all can abide. The agreement was reached because long time library employees remembered a similar error from before my time that was resolved in a similar fashion and asked that the same approach be used again.

3. IPL News / Facilities report

- The Evans Branch children's services section is dealing with another vexing theft problem. Somebody has been stealing books on CD from the children's section. Most of the collection has been wiped out. Ninety-one books on CD are missing and appear to have been systematically stolen over a period of about 3 – 4 months roughly June through September. Retail value of the missing items is \$2757. With processing the value is \$3394. The annual budget for purchasing these items at Evans is \$1425. You can see what serious damage this does to the collection. One of the desired upgrades for a new library building would be a modern anti-theft system.
- The Evans Branch membrane roof has had some small leaks this month that did require repair. The Elmer Davis crew reported the usual poor condition of the membrane.

4. Things you asked about

- Both the Town of Gates and the City Of Rochester Library Boards appoint a subcommittee of trustees willing to participate in union contract negotiations. Depending on the schedule at least one trustee tries to be at each negotiating session.

5. Financial/Statistical Report Highlights

- In addition to the usual financial reports the trustee folders tonight contain a draft copy of a spreadsheet Carla Robbins put together for budget justification purposes. We think that comparing per capita costs among Monroe County Library System members is an effective way to show what a wonderful bargain the Irondequoit Public Library is for our residents. Any of the data on these spreadsheets can be translated into very effective graphs that will help illustrate that the IPL budget is inline with or on the low side of what other town spend on library service.

- Bolded vendors this month are: **#302 NYS Dept. of Labor**, HVAC Boiler inspection; **#303 Doyle**, annual fees for security systems at both branches; **#306 Home Depot**, after DPW repaired the McGraw Branch parking lot we re-striped it ourselves thanks to our 2 maintenance staffers Ron Drake and Rick Ramos; **#310 MCLS**, the quarterly bill for automated phoning and mailing of patrons for overdue and hold notices; **#311 Monroe Extinguisher**, repair and replacement of extinguishers and emergency lights at Evans Branch

Terry Buford

The board accepted all financial reports.

President's Report. Dr. Heffer thanked everyone for their continued attendance at the town meetings and to the fact sheet committee for taking on that project.

Friends Report – Ms. Squicciarini reported that the Friends are selling the History of Irondequoit book signed by Patricia Wayne at the Farmers Market. They also have a tube to be used for donations and literature. They will be purchasing a Page-A-Day calendar for \$3.00 that will be sold for \$8.00. These are comparable to the calendar's sold in stores for around \$15.00. The Friends will also be doing their annual fall mailing to members.

Town Board Liaison Report - Ms. Bello thanked those who spoke at the last Town Board meeting. Besides speaking at the Town Board meeting, more letters should be sent to the Irondequoit Post.

Old Business - Ms. Squicciarini, Mr. Pylyshenko, and Dr. Heffer will meet to review the IPL Foundation. At this time, Ms. Magee will not remain as President of the Foundation.

New Business – The library closing dates for 2008 were reviewed. Dr. Heffer requested a motion to approve the dates. Ms. Cole made the motion with the provision that they are approved subject to change from the bargaining unit. Ms. Jones seconded the motion. Motion passed unanimously. The agenda item of Union Recognition was covered in the discussion with the Supervisor earlier in the meeting.

Board President's Remarks – Dr. Heffer thanked everyone for attending.

Dr. Heffer requested a motion to adjourn. A motion to adjourn at 9:20pm was made by Mr. Pylyshenko and seconded by Ms. Mammano.

Respectfully submitted,

Karyl Mammano
Vice-President