

Irondequoit Library Board of Trustees  
Monthly Meeting  
Minutes of April 16, 2008  
Pauline Evans Branch

**Trustee Members Present:** Elaine Cole, Karyl Mammano, Stephanie Squicciarini, Irena Skrobach, Miriam Ganze, David Heffer, Mary Ellen Jones

**Others present:** Terry Buford, Director

**Executive session** called to order at 6:15 p.m. Guests: Bernie Winterman, Mary Ellen Heyman, Debbie Evans. Discussion of union contract. Executive session ended 7:20.

**Regular meeting** called to order at 7:25 p.m. In attendance: all trustees, Library Director, Town councilwoman Debbie Evans

**Agenda approval:** Motion to amend agenda to add union recognition to New Business. Moved, seconded, approved.

**Public input:**

Debbie Guetti: Asked about Friends of the Library. Spoke in favor of 2 branch system. Public input session closed 7:35.

**Minutes** of meeting of 3/19/08: Moved, seconded, approved.

**Vouchers:** Bolded items: #116 Elmer Davis, for leak at McGraw. #118 to hardware company who sells to government agencies for new projector. # 124 Monroe Piping for repair due to design of McGraw water heater. Moved, seconded, approved.

**Director's report:** Attached. E. Cole mentioned revenue from book sale could be subject to sales tax. Prices should be replaced with "suggested donation." S. Squicciarini congratulated Irondequoit teens and library staff who participated in the teen book festival. T. Buford thanked S. Squicciarini for her work on the festival.

**Irondequoit Public Library**  
**DIRECTOR'S REPORT**  
Wednesday, April 16, 2008

**1. Library System News**

- MCLS has formed a marketing team and their first order of business has been to meet with the Ad Council and other marketing experts and figure out what we need to do to better market library services. This week there was a TV

commercial to publicize the “Big Read” program based around Ray Bradbury’s classic book Fahrenheit 451. Look for more marketing efforts from MCLS soon.

## **2. Town News**

- New PCs for Police and Library are on order and should begin to arrive shortly.
- As far as I know the Library CSEA unit has not yet scheduled a vote on the new contract.
- I have received my letter from the Supervisor along with the annual financial disclosure statement required for all board members and department heads. I urge you all to fill them out and deliver them to town hall before the deadline.

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

- I sent Mary Gleason and Ruth Otto the Children’s Services librarians to Louisville, Kentucky for a few days to attend the Family Literacy Conference. This conference is where experts on the research and activities related to our own Let’s Get Ready To Read grant were meeting. They reported that there were very few public librarians and that when they described their program there was great excitement at our practical application of the relevant research and they were invited to attend next year as presenters.
- We are in the process of remodeling the kitchen at Evans Branch without spending any town funds. We are using money raised by our staff garage sale, about \$300 and supplementing it with a donation from the family of Mrs. Leavitt who passed recently and asked for donations to the library in her obituary. When finished there will be a new refrigerator, microwave, sink, countertop and cabinets.
- We have had a roof repair by Elmer Davis on the membrane roof at McGraw due to a small leak.
- We have received an estimate from Monroe piping for the air condition repairs at McGraw for \$8700. As we have discussed, the HVAC units are 23 years old. Parts are difficult if not impossible to find so replacing the entire set of compressors is the only remaining option.
- The fence that blew down in the windstorm at McGraw is being repaired by DPW. We are paying for the materials only.

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

- We do have a public input policy and copies of it are in the folder where speakers are supposed to sign up.

## 5. Financial/Statistical Report Highlights

- Bolded vendors for the current voucher list are: #116, Elmer Davis Roofing, for repair of a small leak at McGraw Branch; #118, GovConnection, for a new digital projector; #124, Monroe Piping, for replacement of a hot water heater at McGraw which supplies hot water to the restrooms in the down stairs meeting room.
- Attached are the usual financial and statistical reports. I would like to draw your attention to a few things: In both the revenue report and the public services report what is not there that is of note. Typically, March has been one of our 3 busiest months and we saw no such increase in business library use this year. Instead McGraw saw only a small increase and Evans virtually none. At this time I have no solid explanation for the flat library use figures for March.
- Just like the other departments we can get hit by unanticipated Worker's Compensation Costs. This year we have had a couple of workplace injuries that have resulted in medial and physical therapy bills and we are already over budget for that category, see budget line 8090. As in all areas of the budget, if we are to have a successful year end closeout like in 2007, those costs have to be monitored and compensated for by spending less that planned for in some other areas.

Terry Buford

**President's report:** None

**Friends report:** Cookbook being proof read and will be ready for Mother's Day. About 400 people are members. T. Buford communicated to the Friends that the library will sell what the Friends want sold. People have asked for tote bags.

**Town Board Liaison:** G. Bello on vacation. Debbie Evans said town board is scheduling a workshop to discuss the state of the library buildings.

**Old Business:** Tabled

**New Business:** Motion to recognize Civil Service Employees Association, Inc., Local 1000, AFSCME, AFL-CIO as the library employees' bargaining agent.

Moved, seconded, approved. T. Buford reported that the employees had no problems with policies or practices of the IPL Board. Trustees Mammano, Jones and Skrobach will attend statewide library trustees meeting in Saratoga in May.

Adjourned to executive session to discuss Library Director's review.

Meeting adjourned 9:20 p.m.

Respectfully submitted,

Elaine Cole, Secretary