

Irondequoit Library Board of Trustees
Monthly Meeting
Minutes of June 18, 2008
Pauline Evans Branch

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

Excused: Mary Ellen Jones

Staff present: Terry Buford, Director

Others present: Town Board Liaison Gail Bello

Meeting called to order at 7:08 p.m.

Agenda approval: Amended to add change of schedule for the July meeting, and to add amendment to our charter. Also, tabling consideration of the collection policy. As amended, moved, seconded, approved.

Public input: None

Minutes of regular board meeting on May 21, 2008, as corrected to note start time of 7:10 p.m.: moved, seconded, approved. Minutes of executive session on May 14: moved, seconded, approved. Minutes of executive session on May 21, moved, seconded, approved.

Vouchers: Bolded: #198, CampbellNet Solutions for extension of wireless networks to the basements; #211, MCLS for new borrower cards; #212, quarterly mail and phone notification charges (which has been dropping due to e-mail notice). Moved, seconded, approved. New budget line noted: 4420, professional fees. This is for the Town labor counsel bills.

Director's report:

Irondequoit Public Library
DIRECTOR'S REPORT
Wednesday, June 18, 2008

1. Library System News

- Due to slowing traffic on our Wide Area Network, MCLS is upgrading bandwidth at the ten largest system libraries including Irondequoit. In addition, the MCLS automation staff is installing packet sniffing hard ware

which will prioritize network traffic. Circulation transactions and catalog searches will be given priority over internet which will be given priority over email. The combination of these 2 actions should give better service to customers waiting in line at check out as well as other users on our networks.

- Despite a fiscal crisis and major cuts to the City of Rochester budget and staff, there were no cuts to the Rochester Public Library budget. Funding for library programming was increased to cover the costs of new initiatives in literacy, services to teens and a step increase for full-time employees. Mayor Duffy said, “We are not going to push literacy and cut libraries.”
- Starting July 1 patrons will have 7 days to pick up holds instead of 10. The 10 day period was designed to allow for patrons to receive hold notices by surface mail. We now notify 97% of hold recipients by phone and email making the 10 day period needlessly long. The shorter waiting period will allow more customers to use each high demand item per year. Not using surface mail to notify customers also reduces costs as seen in the invoices this month.

2. Town News

- Our librarians perused the town web site and decided of their own initiative to develop a list of library resources to add to the town’s Green Page. I forwarded the information to Tony Favro at the town hall and he was very enthusiastic about it. It has been added so that now there is a link to information available through the public library on ecologically sound living. It is not just a list. Clicking on each item searches for that item in the library catalog and displays the status of every copy of the item in the library system.

3. IPL News / Facilities report

- The “Let’s Get Ready to Read” program is so successful children’s librarians from other towns are now asking to attend the training sessions. They are reporting that residents of their town are attending the sessions at the IPL and asking why such an excellent program is not available in their own area. Yet another indication of the success of the program, created by Mary Gleason and Ruth Otto, children’s librarians at Evans and McGraw respectively.
- What is collection development? Here is an example. Each year, as soon as the lineup for the Rochester International Jazz Festival is announced, IPL buys CDs for as many of the acts as are available. Patrons can borrow them and familiarize themselves with the upcoming acts and maybe attend shows they might not have attempted. This is a tradition started by the recently retired collection development librarian Carol Trout and an excellent yet simple example of how the library can support community activities and commerce.

- The long delayed major repairs to the McGraw air conditioning system are now complete. Although I have not received a final bill, the estimate for the replacement of the compressors and related work was \$8700.
- I am looking into whether we can use NY State Library Construction money to fund 50% of a new membrane roof similar to the work we had done at Evans last year. The McGraw roof is the same age and condition as the Evans roof but has not leaked as often. I am not sure yet if this work qualifies for the grant but I will investigate and apply if it is. The deadline for applying for this matching grant is August 2008.

4. Financial/Statistical Report Highlights

- Bolded vendors for the current voucher list are: #198, CampbellNet Solutions, for equipment and labor to extend the wireless network reception to the basements of both branches; #211, MCLS, for a new supply of patron borrower cards; #212, MCLS, for our quarterly automated mailing and phone notification system costs. These costs are dropping as we notify more people by email and fewer by phone and surface mail. One year ago that same quarterly cost was \$910. 2 years ago it was \$1310.
- Attached are the usual financial and statistical reports. I would like to draw your attention to the following:
 1. In the Town of Irondequoit – Expense Control Report – Page 2 of 3. A new line has appeared, Line 4420, Professional fees – other. The comptroller’s office has informed me that this is the fee for the labor counsel, Mr. Winterman. I never received any invoice or statement. This charge for \$1375 just appeared along with an encumbrance for an additional \$6250 for a total of \$7625 in unbudgeted expense.

Terry Buford

President’s report: At the NYS library trustee’s meeting in Saratoga, trustees Mammano, Jones, and Skrobach, visited a “green” library; 55,000 square feet. Federal grants paid for some of the construction. Cost to build: \$179/sq. foot; today’s cost, \$229.

Friends liaison report: Next meeting, June 24th.

Town Board Liaison report: Joint meeting with town board, July 24th at 5:30 p.m.

Old Business: Collection policy discussion tabled.

New Business: Because of summer vacations, next board meeting will be moved to July 23. State library has asked us to update our charter to add language necessary to qualify us for Internal Revenue Code section 501(c)(3) eligibility, and to designate the Secretary

of Education as agent for service of process. Unanimously approved. President Mammano and Secretary Cole will have the charter amendment notarized.

Meeting adjourned 7:38 p.m. for Executive Session

Executive session called to order at 7:39. Discussed union negotiations in the presence of Town Board Liaison Bello. Session adjourned at 8:28p.m.

Regular session reconvened at 8:29 p.m. D. Heffer related wishes of Tim Golan that the Alfred student designs be publicized.

Meeting adjourned at 8:30 p.m.

Respectfully submitted,

Elaine Cole, Secretary