

Irondequoit Library Board of Trustees  
Monthly Meeting  
Minutes of February 25, 2009  
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; Town Board Liaison, Mary Ellen Heyman

**Meeting** called to order at 7:05 p.m.

**Agenda approval:** Motion to amend to add Fund Balance discussion. Moved, seconded, approved.

**Public input:** None

**Election of officers:** Moved, seconded, approved: Karyl Mammano, President; Stephanie Squicciarini, Vice President; Elaine Cole, Secretary; Mary Ellen Jones, Treasurer.

**Minutes** of meeting of January 21, 2009 moved, seconded, approved.

**Vouchers:** Vendor #18 is selling us flash drives for resale to computer users. #21: MCLS, blanks for library cards. Vouchers moved, seconded, approved.

**Director's report:**

**Irondequoit Public Library**  
**DIRECTOR'S REPORT**  
Wednesday, February 25, 2009

**1. Library System News**

- Patricia (Patty) Uttaro is the new MCLS/RPL director. Ms. Uttaro was most recently the MCLS Assistant Director for System Services and previously was director of the Ogden Public Library.
- I participated in a visit to Assemblyman Morelle's office on Thursday, February 19<sup>th</sup> along with Trustees Cole and Heffer as well as the new MCLS director and other MCLS personnel. The purpose of the visit was to explain our opposition to Governor Patterson's current proposed budget which has library aid being cut by 18% cut. Although cuts are inevitable, we felt it was important to explain that libraries were receiving more than their share of cuts. After going without aid increases for 10 years and receiving cuts in 2008 and 2009 higher than what is proposed for other aid recipients, it seems unfair to cut libraries more deeply than almost any other agencies receiving state aid, especially to any agencies that experience increases in use in an

economic recession. Mr. Morelle demonstrated a good grasp of the technical issues relating to how library aid is distributed and explained that the legislature had not yet begun to produce their version of a budget but he, of course, was unable to promise anything due to the nature of the economy.

## **2. Town News**

- I have forwarded the library's office machine lease information to AJ Mazenga at town hall and have discussed with Comptroller Bovenzi our unique copier needs and my analysis of the machines I have personally tested. We are discussing the possibility of a town wide deal that would save money through volume pricing. Photocopiers for customer use are mandated for public libraries in NY State Education Law.

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

- On President's Day the library staff meeting was held including a presentation by Larry Taylor, the head of the RPL Job Information Center. He gave us an extensive review of resources available at the Rundel Library, purchasing tips on materials and services for job seekers and a run down on the latest and greatest resources for job seeking and other career help. Two of our librarians reported that information they received at the meeting helped them to better aid job seeking patrons the next day.
- Attendance at our Rochester Works job seeking workshops has been excellent, averaging about 40 people for the first 2 sessions.
- The McGraw automatic door is continually breaking in the high winds we are having. Although some repairs are covered under warranty, we should consider redesigning the front entrance to the building using a State construction Grant if no other more urgent project is pending.

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

- Vouchers this month were processed by Carla Robbins, Evans Branch Manager. Vouchers of note are: #18, Impediment Inc, for the purchase of Flash drives to sell to library patrons. Files that patrons produce on our PCs and wish to save can now often exceed the size of a floppy disk which we have always made available for sale. Flash drives have dropped in price to where we can now offer them for sale to accommodate these larger files. #21, Monroe County Library System, for a fresh supply of new library cards. In order to assure patrons service at any branch we all use the same centrally designed and purchased library cards which now also include a key chain card.
- Attached are the usual financial reports for fiscal year 2008 and 2009. We are down to about a \$20,000 surplus from 2008. I don't expect that number to change much more. For 2009 I expect an increase in miscellaneous revenue as we ramp up fund

- raising efforts. We will need to monitor revenue closely in 2009 as it is possible that we will see shortfalls in revenue due to decreased foot traffic in the branches.
- The quarterly trustee account report for the final quarter of 2008 is included. There was no activity other than the crediting of interest and the Lions Club donation.
  - As you can see from the Public Service Report in 2008 lending of materials, answering of reference questions and program attendance were all up from 2007. I do not expect those numbers to hold steady this year.

Terry Buford

**President's report:** Thanks to all board members for support of Karyl's reappointment.

**Friends report:** Changing meetings to Thursdays. Tote bags moving slowly, but want to have continued sales rather than an end date. Second edition of cookbook being worked on. Updating the website info. Creating an e-mail account. Hosting fall '09 Friends Council meeting. David Heffer volunteered to be the Trustee liaison to the Friends. Supervisor invited the Friends to put an article in "Images."

**Old Business:** Emergency closing policy deleted references to employees "making up time." Policy moved, seconded, approved. Long range plan reviewed. By laws: Reviewed and revised. To be voted on at next meeting. Letter to Honorary Trustees going out from Karyl re: their continuation. Salary survey: Karyl will ask Town Board for the money to do this. Union contract was approved by the employees. Motion to approve union contract by the Trustees: moved, seconded, approved.

**New Business:** Fund balance. Surplus from 2008 budget will be dedicated to capital projects: moved, seconded, approved.

Motion to go into executive session and close public meeting, moved, seconded, approved at 9:30 p.m.

Executive session to discuss Request For Proposal, adjourned at 9:45 p.m.

Respectfully submitted,

Elaine Cole, Secretary