

Irondequoit Library Board of Trustees
Monthly Meeting
Minutes of August 19, 2009

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

Others Present: Terry Buford, Director

Meeting Called to order at 7:05.

Agenda approval: Moved, seconded, approved.

Public Input: Tim Golan presented a letter pointing out information being distributed that he felt was false. Mr. Robert Ament suggested that community support is behind keeping two branches. Suggested he would put \$500,000 into each library for renovating and keeping open.

Minutes of meeting: July 15, 2009. Miriam Ganze should be marked as Excused absent. As corrected, moved, seconded, approved. Minutes of executive session of August 11, 2009, moved, seconded, approved.

Board Correspondence: Nothing.

Vouchers: #243 was for purchase of new camera for website, programs, public relations, #247 is for server backup equipment, #269 is for copy expenses. Vouchers moved, seconded, approved.

Director's Report:

Irondequoit Public Library
DIRECTOR'S REPORT
Wednesday, August 19, 2009

1. Library System News

- MCLS will present Imagine, Create, Innovate II, the second annual Emerging Technology & Leadership Conference for MCLS staff on October 22 and 23 and it is free for all library staff. Guest speakers include Elizabeth Lawley, PhD. and director of RIT's Lab for Social Computing; Dr. James Hendler, an artificial intelligence researcher at RPI; and many MCLS staff including Jennifer Barth, Teen Librarian at Evans Branch who will be a co-presenter of a workshop on Social Networking and John Scalzo, Librarian Trainee at McGraw Branch who will be a co-presenter in a workshop on gaming. If space is available after MCLS staff has an opportunity to register, the conference will be open to all.

2. Town News

- Mary Ellen Jones and I attended the Supervisor's workshop on the budget. We both agreed that attending this program was definitely worthwhile. I came away with a better understanding of the problems of municipal budgeting, how various town departments are presenting their budget proposals and the problems they are experiencing. We brainstormed ideas on raising revenues, reducing costs, improving efficiency and improving the budget process. I learned some tips from more experienced administrators on how to better explain operational costs and break down the expenses inside individual budget lines.
- After consulting with Beth Watro of Human Resources to nail down our personnel costs I submitted the "wish list" version of the budget to the comptroller on Tuesday, August 18.

3. IPL News / Facilities report

- Another series of free workshops for the unemployed, produced in conjunction with Rochester Works, will be held at the McGraw Branch beginning August 26 and running through November. We had attendance of 175 at the last series of employment workshops held at Evans Branch.
- We have finally had a stretch of dry weather and the McGraw roofing repair project has begun.
- As we previously discussed, I have submitted our NYS Library Construction Grant proposal for 2010 to repair and resurface cracked concrete and stucco areas at McGraw. Estimated cost is \$18,658. The grant, if approved, would cover no more than 50%.

4. Financial/Statistical Report Highlights

- Vouchers of note are: #243, Beach Camera, for a new Kodak digital camera to replace the 10 year old camera we've been using to photograph events; #247, Champion Battery Sales, for a new battery to go in the UPS at Evans Branch.
- Included in your packet are the usual financial and statistical reports. My top priority remains holding down spending to match the anticipated drop in revenue due to reduced hours of operation.
- The summer reading program continues to bring customers to the library in large numbers that almost equal last year. Our average decrease over last year in door count for the year was 11.2 %. Average decrease in borrowing over last year is at 12.1%. For June and July those numbers were 5.6% and 5.4% respectively. My "Where do the people go" report is late this month so I have no new data on where Irondequoit residents go to use libraries. To review

what we know so far this year: the expected large increase in borrowing by Irondequoit residents at other locations has not materialized.

- Taking the average decrease in circulation and door count of about 12% and applying that to user volume dependant revenue such as fines and fees, I am also predicting a 12% decrease in user generated revenue for 2009 or approximately \$18,000. Expenditures must be adjusted accordingly.

Terry Buford

President's Report: Nothing to report.

Friends liaison report: S. Squicciarini reported that Friends are selling calendars and totes at Town market.

Foundation report: Meeting scheduled for Sept. 14.

Town Board Liaison Report: None

Old business: Honorary trustee letters not ready yet.

Director evaluation process to be sent to everyone to review and suggest changes.

2010 budget: Reviewed line by line; budget is 1,996,715. Motion to approve contingent on Town Board approval, seconded, approved.

New business: Motion to request a grant from the Foundation to the Trustees to hire a consultant to advise us on development. Seconded and approved, one abstention.

President's Remarks: Thanked the trustees for their polite advocacy for the library.

Next meeting Wednesday Sept. 23.

Motion to adjourn at 9:05, seconded and approved.

Respectfully submitted,

Elaine Cole, Secretary