

Irondequoit Library Board of Trustees
Monthly Meeting
Minutes of October 21, 2009

Trustee Members present: Karyl Mammano, Stephanie Squicciarini, David Heffer, Mary Ellen Jones, Miriam Ganze, Elaine Cole, Mirko Pylyshenko

Excused: Mary Ellen Jones, Irena Skrobach

Others Present: Terry Buford, Director

Meeting Called to order at 7:10.

Agenda approval: Move board minutes approval to the end. Moved, seconded, approved

Public Input: Mr. Robert Ament proposed an offer to renovate both libraries. Moved, seconded and approved keeping open public input.

Board Correspondence: No communication. Discussed need to collect all personnel costs and comparisons for us and the Town Board.

Vouchers: No unusual items. Moved, seconded, approved.

Director's Report: attached. HVAC unit at McGraw being replaced. Potential budget shortfall of \$26,000, if we don't get all of our state aid. We have a healthy fund balance and \$10,000 in our materials budget.

Irondequoit Public Library
DIRECTOR'S REPORT
Wednesday, October 21, 2009

1. Library System News

- The latest bad news from Albany about state budget deficits has again caused concern that aid to libraries and library systems might be cut. Lobbying efforts are again being mounted to try to avoid this. Our state aid is approximately \$16K per year. We have not received all of the state aid we are scheduled to get for 2009.

2. Town News

- According to the town website calendar and the Democrat and Chronicle, there will be a public hearing on the 2010 budget on Thursday, November 5 in

the town hall Broderick Room at 7PM. Please make every effort to attend this important meeting.

3. IPL News / Facilities report

- The rooftop HVAC unit at the McGraw Branch is failing and should be replaced. It is responsible for heating and cooling the front part of the McGraw building. The estimated cost is \$9,881. Fortunately, it can be replaced using Federal Stimulus grant money. If you recall the Comptroller asked us for a list of equipment replacement projects that would save energy. McGraw's HVAC equipment was on our list. I met with Comptroller Bovenzi this week to sign the purchase order. The unit can be removed and stored for the future if we leave the building. It is suitable for reuse in any other building of similar size in a rooftop or ground location. This installation should result in significant energy cost savings.

4. Financial/Statistical Report Highlights

- Vouchers of note are: None. This was a very ordinary month for vouchers with nothing unusual or large to bring to the attention of the board.
- 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. I estimate we will fall short of revenue projections by at least \$11,000.
- As discussed earlier due to the fiscal crisis in Albany we may not receive the remainder of our 2009 State Aid money which means we would be missing another \$15,000 in revenue. Combined with the predicted \$11,000 shortfall in operations generated revenue we have a potential revenue shortfall of \$26,000 for FY 2009.

Terry Buford

President's Report: Working on budget presentation.

Friends liaison report: D. Heffer. Next meeting is Thursday the 28th.
Discussing holiday fundraising; book calendars are selling well. Friends pursuing paypal transactions for donations to the library.

Board Liaison Report: None

Foundation report: No meeting until Nov. 9th.

Approval of board minutes: Minutes of Sept. 23, 2009. Add David Heffer to board members present. As amended moved, seconded, approved.

Old business: Director evaluation tabled. Elaine Cole and David Heffer will start reviewing new formats.

Interim vouchers for December: Need to sign vouchers before end of December. Motion to approve creation of interim voucher list for December. Moved, seconded, approved.

2010 closed days: moved, seconded, approved

Reviewed Logon retention and patron privacy policy reviewed by MCLS Director's Council July 8, 2009.

Motion to close meeting and go into executive session. Moved, seconded, approved.

Executive session opened at 8:40.

Discussed part time staffing in relation to the budget.

Motion to adjourn, moved, seconded, approved at 9:10.

Respectfully submitted,

Elaine Cole, Secretary