

Irondequoit Library Board of Trustees
Monthly Meeting
Minutes of November 18, 2009

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

Others Present: Terry Buford, Director; Wolodymyr Pylyshenko, Honorary Trustee

Meeting Called to order at 7:05.

Agenda approval: Moved, seconded, approved.

Public Input: None

Minutes of meeting: October 21, 2009. Delete Mary Ellen Jones from Members Present. W.Pylyshenko was present. Irena Skrobach was excused. As amended, moved, seconded, approved, with 3 abstentions.

Board Correspondence: In response to comments at Town Board meeting, Miriam Ganze will direct those people to Terry Buford and the web site for correct information. Our residents are borrowing less than they used to from other libraries.

Vouchers: #364 MCLS collection agency quarterly fee; we receive more than this service costs us. #365 MCLS cost share; #367 RMV Construction for roof work. Awaiting 10% grant reimbursement for this work. #378: we have changed how we pay for copies; this expense will go down. Moved, seconded, approved.

Director's Report: attached. Town Board delayed budget approval. New HVAC unit at McGraw is installed and paid for with federal stimulus funds. Repair grant for outside work at McGraw has been approved by MCLS.

Irondequoit Public Library
DIRECTOR'S REPORT
Wednesday, November 18, 2009

1. Library System News

- The central library downtown has set up their Freedom Calls center in a conference room in the SUNY Center next to Teen Central. Freedom Calls is an organization that arranges for free video conferencing calls between families and their loved ones serving in the military in Iraq, Afghanistan and Kuwait. All the equipment and services are donated by corporate partners. There is little internet infrastructure in Iraq or Afghanistan. There are currently 5 camps in Iraq, 2 in Kuwait and 1 in Afghanistan where military

personnel can schedule time to see and talk to their families live through videoconferencing thanks to the efforts of FreedomCalls.org.

- The proposed electronic records retention policy we discussed at the October meeting has been sent to Monroe County legal department. We are still awaiting their feedback before moving ahead.

2. Town News

- The budget was on the agenda for the town board meeting on Tuesday, November 17 but the town board decided to delay the vote so they could have more time to review cuts to the budget suggested by residents.

3. IPL News / Facilities report

- The new rooftop HVAC unit at the McGraw Branch has been installed. Last Tuesday, November 10, Monroe Piping with the aid of a small crane removed the old unit and installed the new one. This required blocking off a significant portion of the parking lot but the whole job was done before the end of the day. Because the old unit was in danger of becoming a safety hazard, replacing it rapidly was very important. Thank you to Supervisor Heyman and Comptroller Bovenzi for suggesting making this a stimulus fund project and making it happen so quickly.
- Our 2010 New York State Library Construction Grant Application for repairs to the concrete and stucco exterior areas of McGraw branch has received local approval from the MCLS board of trustees. Final approval by the New York State Library is expected in January. So far, the funding for these grants has not been reduced or eliminated.
- As part of our efforts to offset the effects of reductions in funding, the adopt-a-magazine program has resulted in 33 subscriptions to magazines that were slated to be eliminated for the branches (18 at Evans, 15 at McGraw).
- 15 items have been purchased for the library from the Amazon.com wish list.
- The Friends of the library have raised \$1500 so far with the money tubes at the branches.

4. Financial/Statistical Report Highlights

- Vouchers of note are: #364, MCLS, for our share of the UMS collection agency fees; #365, MCLS, for the second half of our annual cost share to operate the library system; #367, RMV Construction, for the repairs to the McGraw roof which were just completed.
- Included in your packet are the usual financial and statistical reports. With less than two months left in the fiscal year we are trying to come in on budget despite our revenue shortfalls. Miscellaneous income from room rentals, book

sales and printing fees has already exceeded our projections. This is helping to compensate for revenue shortfalls in the library fines (library charges) and copier receipts.

- The drop in library use in all categories since our reduction in hours continues to average about 12%.
- Although we have submitted all our paperwork we still have not received the remainder of our 2009 State Aid money. If it fails to arrive we would be missing another estimated \$15,000 in revenue. Reports out of Albany still say it is coming but we have not yet received that check.

Terry Buford

President's Report: Nothing new to report. No questions from Town Hall on the budget. Vision Subcommittee to invite incoming Town Board members to meet with them.

Friends liaison report: D. Heffer met with Friends; they are trying to expand membership and make leadership more responsible for specific tasks.

Foundation report: Met on Nov. 9th. Foundation is ready to move on Board's upcoming request for grant. Have made contact with Libby Post, consultant. Working on letterhead for appeals. Discussed doing a survey of town residents on what to do about the library. Terry invited to speak at next Foundation meeting.

Town Board Liaison Report: None

Old business: Director's evaluation update—D. Heffer and E. Cole working on revisions to our format.

New business: Confidentiality policy. Previous policy dated April 23, 2003, motion to approve, seconded, approved.

Board President's remarks: David Heffer's tenure up at the end of the year. David is willing to serve another term.

Motion to adjourn, moved, seconded, approved at 8:25.

Respectfully submitted,

Elaine Cole, Secretary