

Irondequoit Library Board of Trustees  
Monthly Meeting  
Minutes for April 21, 2010

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

Absent: Elaine Cole, excused

Meeting Called to order at 7:10.

Agenda approval: Motion to approve agenda, approved.

Public Input: none

Board Correspondence: Email message to Town Board in reference to Mr. Ament. His input is not reflective of our decisions to date. Correction will be sent to Post for clarification.

Minutes of meeting, March 17 2010, moved, seconded and approved. Motion carries for approval. Will postpone TB and LB joint workshop meeting minutes to next month.

Vouchers: Motion to approve vouchers, moved, seconded, all approved.

Director's Report:

**Irondequoit Public Library**  
**DIRECTOR'S REPORT**  
Wednesday, April 21, 2010

**1. Library System News**

- There is still one upcoming Trustee Workshops left at the main library downtown: MCLS Finances Overview, Saturday, April 24, 9-12.

**2. Town News**

- The town held a surprise retirement party for former town comptroller John Bovenzi at the Rochester Yacht Club. In attendance were his wife, children, parents, siblings and many current and former department heads, elected officials and colleagues. He was truly surprised and touched.

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

- We held a week long celebration of National Library Week. We gave away tote bags and other goodies to people who filled out a survey and had a raffle to give away gift packages for readers at the end of the week. On the survey we asked patrons to tell us why the library was important to them and what we should do that we are not doing now. The answers are posted on the end caps of the shelves in the branches and will eventually be compiled for you all to review.
- The McGraw Branch trash dumpster was set on fire by vandals Sunday night, April 18. It was one of several dumpster fires set in the area that night and is being investigated by the Irondequoit Police Department. Damage was limited to a melted cover due to the quick response of the Culver-Ridge Fire Department.
- Evans Branch is experiencing problems with the gas line vent tube on the outside of the building. It was severely rusted and broke off. What seemed like a simple replacement job got complicated as the pipe was embedded in the foundation of the building when the concrete was poured making it impossible to remove. We will probably end up capping the opening and drilling a new hold next to it. Although this seems like a relatively simple thing it is a safety and building code issue and cannot be delayed or ignored.

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

- Vouchers of note are: #98, Dell Computers, for Deep Freeze software, secures public PCs; #100, Department of Labor, for annual boiler inspection; #110, Monroe Piping, for investigating a no A/C problem at Evans; #113 The Promotional Wizards, for tote bags and giveaways during National Library Week; #123, Monroe Extinguisher, for emergency lighting inspection, fire extinguisher inspection and recharge.

Terry Buford

President's Report:

Friends liaison report: Discussing products for fundraising efforts. Peter Kelderhouse will speak at meeting.

Foundation Report: Joint fundraiser in the future. Invoice submitted for dinner for event with Libby Post. Looking at expanding the Foundation Board. Invited Rich Episcopo to join the board. Reminder that Foundation request was to up to \$5,000. Must make another request if necessary.

Town Board Liaison report: No representative.

Old business:

Director Evaluation - contacted A.Boring for originals evaluations. Documents purged. Former President Karyl Mammano will be requested for hers.

Finalization of evaluation materials will be presented next meeting in May.

Long range plan - goal review: include PR and marketing strategies; develop closer working relationship with TB

Library Carpeting Replacement – Two bids were received: ProCarpet of Spencerport, NY, \$51,897 and RC Shaheens of Rochester, NY, \$45,586. Motion to accept the bid of RC Shaheen for \$45, 586 moved, seconded, approved, unanimously.

New business:

2009 closeout; up to date: balance-we saved in operating expenses was \$72,116.16 in our YTD. Our revenue shortfall was \$11,086.79

Library Consultant – A contract with Communiation Services, Inc for services related to determining the future of the library was discussed. A motion was made to enter into a one year contract from June 1, 2010 to May 31, 2011. It was seconded and approved unanimously.

President's Remarks:

Motion to move into executive session to discuss library personnel issues: moved, unanimous.

Motion to close regular meeting and move into executive session; moved, unanimous.

Executive Session opened at 9:04.

Library Union negotiations: Dave and Stephanie will represent LB. Negotiations will start mid-year. Scott Piper (labor attorney) will be our spokesperson. Miriam offered to sub for Dave at Friends meetings if necessary.

Motion to adjourn, moved, unanimous. Executive session adjourned at 9:35.

Respectfully submitted,

Irena Skrobach, Secretary

Workshop/Joint meeting of Town Board and Library Board  
April 15, 2010  
Irondequoit Town Hall, Broderick Room

Attendees:

Town Board Supervisor: Mary Joyce D'Aurizio

Town Board: Stephanie Aldersley, Paul Marasco, John Perticone, Deborah Essley

Library Board: Stephanie Squicciarini, Irena Skrobach, David Heffer, Miriam Ganze

Library Director: Terry Buford

Meeting called to order at 6:30.

Outline of Library Board and Town Board agenda: discussion and open dialogue in regards to library, library plan of action, budget and other topics of interest.

Overview of library board responsibilities presented. In regards to the budget, we are in charge of our budget, fiscal responsibilities, and spending through item lines in our budget. Library Board cannot bond, sell property or engage in building/construction. In terms of improvements, library board makes those improvements within the library budget. It is the Town Board's responsibility to address other major improvement needs.

Supervisor stated that we, as a town, face many constraints. We must bring people together to understand how much money is being spent on Pinegrove. Concern exists as to how to bring residents together, how to unite everyone. The topic still needs to be on the table. How do we want Irondequoit to look in five to ten years from now; start interacting and exploring areas now.

As to the library property, there have been offerings on the McGraw property in the past and in order to entertain those we need to have public concerns expressed and then determine what steps to take and what to do (plan of action).

The 2005 library construction report numbers are now five years old and do not reflect increase in the cost of building materials and labor. All prices are up and it is difficult to predict and have a projection for construction cost numbers five years from now.

The premise of the 2005 report has justifications, some of which are:

- The need for more room (space) in the libraries
- The need for universal accessibility
- The need for upgrades

Even with the possibility of individual library building expansion, space (land) constraints still exist. If buildings are to be expanded, money is put into buildings and the question would be "What will be the return on that investment?"

The library board stopped movement because it can't look at property and make offers.

The Town Board and Library Board acknowledged that both need to address the issue of an agreement of a central location. The Library Board stated that a consultant will be hired to focus on “one” library campaign and to invest and put energy into that process. Initially, focus groups from community members will be formed and asked questions as to their feelings, attitudes of their community, services etc in a survey format. Although the ideal outcome would be a ‘one’ library initiative and focus groups will enable groups to understand if that initiative is still the desire and will of the community. Based on those focus group findings, a ‘campaign’ will be designed. The length and depth of the campaign process is estimated to be one year with some of the following goals: branding, development of logo and forming an emotional attachment. Question is how to bring the two sides of Irondequoit together.

When all information is gathered and secured, a referendum will be developed.

Scheduled library cosmetic improvements consisting of painting and carpeting are tentatively scheduled for the upcoming spring 2010 and fall 2010.

Meeting adjourned at 7:14.

Respectfully submitted,

Irena Skrobach  
Library Board Secretary