

Irondequoit Library Board of Trustees
Monthly Meeting
Minutes for July 20, 2010

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

Others Present: Paul Marasco Town Board Liaison in place of Deborah Essley and Terry Buford, Library Director.

Absent: Elaine Cole, excused

Meeting Called to order at 7:03.

Agenda approval: Evaluation, motion, seconded, all for, approved.

Public Input:

-Ray McDonald is happy with library board plans and endeavors in regard to marketing and branding. He has experience in marketing, branding and imaging. He recommends creating the library brand and bringing it to the Town Board with all the services of Irondequoit, fire, police, boy scouts, girl scouts groups also involved.

Board Correspondence:

Emails from book sellers are forward to the library acquisitions department for consideration.

Approval of June 19, 2010 Board Meeting Minutes, moved, seconded and approved.
Motion carried with one abstention.

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

Director's Report: ref. Director's Report:

Irondequoit Public Library
DIRECTOR'S REPORT
Tuesday, July 20, 2010

1. Library System News

- MCLS is looking at a number of revenue enhancers. All of them have strong arguments against them. The only argument for them is that we desperately need the money.
 - 1) Increase out of county card to \$50 a year.
 - 2) Lower the UMS threshold to \$25 and increase UMS fees from \$15 to \$20.
 - 3) Increase holds fees.
 - 4) Increase fines.
 - 6) Attempt to sell advertising space on the MCLS website, vehicles, borrower cards, mailers, hold slips.
 - 7) Increase the 2012 cost shares,

almost a certainty. 8) Town library state aid money would be kept in part or completely by MCLS.

2. Town News

- As in past years DPW will use the rear of the McGraw Branch parking lot for occasional storage of construction vehicles and supplies such as gravel during the summer months. Left over supplies will be given away to the public at the McGraw parking lot location as part of the DPW giveback program.

3. IPL News / Facilities report

- The Evans Branch boiler needs a major repair after the last boiler inspection. Monroe piping estimates \$1,800 to replace expansion tank and dielectric union.
- The caulking project at Evans is complete.
- The repairs to the Evans gas line vent are complete.
- The exterior stucco renovation and painting project at McGraw are almost complete. We changed the color of the stucco from beige to “Copper Mountain”. Although 50% of this project was paid for through a library construction grant our cost will be somewhat higher due to extensive damage found in the left hand front overhang support pillar which required extensive rebuilding. No danger of collapse as each pillar has a steel beam and cinder block column inside it.
- Shaheen’s and Monroe Piping have finished up the rest of the work at Evans including new forced air grates and slip-proof flooring at the rear entrance.

4. Financial/Statistical Report Highlights

- Vouchers of note are: #192 Anthony Electric, for work related to the Evans Branch cosmetic improvements; #199, Terry Buford, reimbursement for the purchase of internet addresses for the redesign of the IPL website later this year; #215, Monroe Piping, for the replacement of the Evans Branch gas pipe vent; #224, Shaheen’s, for the linoleum floor replacement at Evans Branch; #230 Turner Plumbing, for repairs at Evans and McGraw Branches.
- Please take note of the current library financial summary and town expense control report. At the end of June we are roughly 50% into the fiscal year. All expenditures in all categories are in good control. We are on target for salary and benefit expenditures and quite a bit under operating expenditures. The low operating costs are normal due to the cyclical nature of our spending

on library materials and the high maintenance expenditures we incur in the summer months. As you can see from this month's invoices we are starting to spend more on building maintenance.

Terry Buford

President's Report:

Letter received to begin contract negotiations. There will be some shifts in positions at branches due to retirements.

Friends Liaison Report:

- New president of Friends
- Cam's dinner special; books and items to be sold at the Farmer's Market.
- Benefits for active Friends members were discussed and brainstormed.
- Discussed creating t-shirts.
- Discussed possibility of a youth calendar.
- No July meeting scheduled.

Foundation Report:

- Meeting 7/19/2010. Rich Episcopo is the new Foundation Board member.
- Hopefully meet with Ms. Post to keep all in the discussion.
- Next meeting scheduled for August 9.
- Advocacy workshop with Libby Post to be scheduled in August.

Town Board Liaison Report:

- The town year end financial audit completed.
- Police negotiations now in progress.

Old business:

- Director Evaluation: one outstanding board evaluation still and one senior staff
- will write individual comments
- plan on an executive session on August 18 at 6:00 to discuss Director evaluation. Post meeting in paper.
- Tabled Long Range Plan Review

New business:

- Carla, Evans Branch manager is retiring.
- How to restructure positions library positions was discussed and the personnel subcommittee has discussed this.
- Motion to promote Lib II to branch manager position and hire new full-time librarian to fill the vacated slot was moved, seconded and approved, motion carried.
- 2011 Budget

-Library is scheduled to submit requests to comptroller on August 19, 2010. Meeting scheduled with supervisor and town comptroller. Waiting for town budget projections for next year. Workshop with Town Board scheduled for Wed. Oct. 13 at 5:30. Public hearing is scheduled for Nov. 4. Budget adoption is scheduled for Nov.16.

Communication Services:

-Adjustments to focus group schedule are being made to meet demand for more variety. Focus groups will be held September 27, 28, 29 at both branches. Adults, Teens, Parents, Seniors, Staff, Library Board and Community Leaders will have their own focus groups. Community leaders to include Town Board, other elected officials, local organization heads, school district officials. Advocacy workshops for Library Board and Friends to be held in August.

-Town Board Liaison:

-Town has appointed a Communications committee to look at forms of communications in town. Libby will communicate with them. Process is going well. Preliminary branding report will be ready for budget meeting.

-Libby will be on vacation for next two weeks.

President's Remarks:

-Welcome back to Karyl. Retirement cards for staff.

-Oct. library board meeting is a conflict for some trustees. Changing the date to be discussed in Aug.

Motion to adjourn to executive session to discuss union negotiation, moved, seconded, unanimous, adjourned at 8:52. Executive session opened at 8:54. Motion to adjourn executive session, moved, seconded. Executive session adjourned at 9:04. Regular meeting adjourned at 9:05.

Respectfully submitted,

Irena Skrobach, Secretary