

Irondequoit Library Board of Trustees
Monthly Meeting
Minutes for September 15, 2010

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

Also present: Deborah Essley, Town Board Liaison; Terry Buford, Director

Meeting called to order at 7:04

Agenda approval: Motion, seconded, all for, approved.

Public Input: none

Board Correspondence: none, email from Mr. Golan reference Buffalo library-in Board email

Approval of August 18, 2010 Board Minutes meeting moved, seconded and approved.

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

Director's Report:

Irondequoit Public Library
DIRECTOR'S REPORT
Wednesday, September 15, 2010

1. Library System News

- The MCLS Board has narrowed their revenue increasing ideas down to 3: Increase fines, increase hold fees or ask for an increase in the cost share paid my member libraries beyond the 3% increase the contract allows.

2. Town News

I am continuing to discuss the library budget for 2011 with Supervisor D'Aurizio and Comptroller Sealy. Upcoming events on the schedule for the 2011 budget process are: Proposed Budget filed with Town Clerk by September 30; Library budget workshop meeting with the town board at 5:30 PM on Wednesday, October 13.

3. IPL News / Facilities report

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- Amy Holland our new Children's Services Librarian at the Evans Branch started work on Monday, September 6. She comes to us from part-time Children's Services positions at Webster and Hamlin.
- The floor covering replacement and painting at McGraw is proceeding more slowly than we had hoped. The reopening will be delayed by one day. Reopening now scheduled for Tuesday, September 21.
- We will begin conducting interviews with candidates for the Adult Services Librarian positions at Evans Branch and McGraw Branch on Friday.
- Boiler repairs at Evans Branch to meet the New York State boiler inspection requirements have been completed.

5. Financial/Statistical Report Highlights

- Vouchers of note are: #273 Allied Hand Dryer, for baby changing stations at both branches; #295, RMV Construction, for our half of the bill for the state construction grant work on the exterior stucco and concrete at McGraw Branch; #297, Shaheen's, for basement carpeting and paint at McGraw Branch; #303, Shaheen's, for upstairs carpeting work at McGraw Branch.
- Please take note of the current library financial summary and town expense control report. At the end of August we are roughly 66% into the fiscal year. All expenditures in all categories are in good control. We have expended 66% of our payroll funds and 50% of our operating funds. We have collected 55% of our customer generated revenue. This project to at best a 10% customer generated revenue shortfall or about \$15,000.

Terry Buford

President's Report:

- Ms. Squicciarini met with Ann Ryan, President of The Friends.
- Attended Union negotiations.

Friends Liaison Report:

- Will meet with L. Post, Communications Services president.

Foundation Report:

- No meeting occurred this month.

Town Board Liaison Report:

- Budget in process, very dismal look for budget. Current issues are cell tower.
- Health care consortium is continuing to be discussed.
- Negotiations with other town unions are continuing.

Old Business:

-Long range plan review: we were going to wait for information gathered from Focus Groups and add to Long Range Plan.

New Business:

-Board Policy Manual-we currently don't have one in writing.

-Consider a back up for our board minutes

-Address how we operate internally. Terry and Karyl will discuss and investigate.

Budget proposal discussions to continue.

-2011 Budget-to review dates:

-Library is scheduled to submit requests to comptroller on August 19, 2010.

Meeting scheduled with supervisor and town comptroller. Received 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:

-Focus groups forming, need for non-users to sign up continues.

-Need teens for focus groups.

-Information needs to be distributed and continue to solicit people for focus groups-Terry submitted focus group information to ICAT and Post.

-Information posted on Irondequoit Town website.

-Lib Board meeting 9/28 , 7-9.

President's Remarks:

-Thank you to Dave for collating information from the Director's evaluation.

Motion to adjourn to executive session to review Director Evaluation and discuss ongoing union negotiations with CSEA. moved, seconded, unanimous, regular meeting adjourned at 8:18. Executive session opened at 8:19. Motion to adjourn executive session, moved, seconded. Executive session adjourned at 9:08. Regular meeting adjourned at 9:09.

Respectfully submitted,

Irena Skrobach, Secretary