

**Irondequoit Library Board of Trustees**  
**Monthly Meeting**  
**Minutes for**  
**May 18, 2011**

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

**Absent:** none

**Also present:** Terry Buford, Director, Ann Ryan, Friends Board President, John Perticone, Town Board Liaison.

Meeting called to order at 7:05.

**Agenda approval:**

Motion to accept agenda: moved, seconded, all for, and approved.

**Public Input:** none

**Board Correspondence:** none

**Approval of April Board Minutes:** Moved, seconded, 3 votes for approval the majority of those present in April, 3 abstained.

- Discussion: Concern over inclusion and accuracy of all information discussed at board meeting in minutes. Suggestions were shared which included: a. recording meeting and transcribing for accuracy in minutes, b. writing minutes and distributing to members immediately after meeting for review.

**Vouchers:**

Communication Services: included April and May payment.

Motion to approve vouchers, moved, seconded, all for, and approved.

**Director's Report:**

**Irondequoit Public Library**  
**DIRECTOR'S REPORT**  
Wednesday, May 18, 2011

**1. Library System News**

- Just want to remind everyone that the major upgrade to the CARL/TLC library computer system scheduled for the Memorial Day weekend is fast approaching. We will be closed for four days, May 27-30. The staff has been practicing using the new staff interface and also familiarizing themselves with

the new online catalog. For now when users log in they will be able to choose between the new catalog, a children's version of the new catalog and the old catalog which will be called the classic catalog. If you wish to test drive the new catalog, visit other CARL/TLC customer web sites such as the Los Angeles Public Library. <http://www.lapl.org/catalog/>

- 2012 NY State Library Construction Grant application process begins soon. Our problem is not finding a project but finding the most critical problem upon which we can afford to pay the 50% grant match.
- The City of Rochester continues to struggle with what to cut in their library system to help close the \$50 million budget gap for fiscal year 2011-2012. I will be attending meetings with city and town government personnel to brainstorm new approaches to library service.

## **2. Town News**

- High praise to the Department of Public Works, Patrick Meredith, Commissioner, for their rapid response to our problems at McGraw Branch. They removed graffiti from brick surfaces, patched the numerous holes in the parking lot and removed all the leaves from the rear lot that had been dropped off by residents last fall.

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

- We will need a valve replacement repair to the McGraw Branch heating system. The part is a very old one and Monroe Piping is currently searching for a replacement.
- The parking lots are getting worse. Although DPW patches them annually, they are more patch than pavement now and badly need resurfacing. I am looking into costs and grant eligibility for paving.
- I am talking to a company called Fax24 which offers a user friendly fax system for library patrons that generates some revenue for the library with little staff involvement.

## **4. IPL Personnel Report**

- Both library branches are still struggling with staffing right now. Evans Branch is down one full-time librarian due to a medical leave and McGraw Branch is down one part-time clerk also due to a medical leave. Also the part-time maintainer and cleaner at Evans branch has been out due to an injury for the past few weeks and may be out indefinitely. We are seeking a temporary replacement.

- We are recruiting teen volunteers for summer reading at both branches. This is an excellent opportunity for teens to give back and get a work experience for their resumes.
- We have added 2 new volunteers at Evans.

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

- Vouchers of note are: #130, All Doors & Glass, McGraw Branch automatic door repairs; #131, Anthony Electric, for repairs to McGraw Branch security lighting and motion detectors; #152, MCLS, for our quarterly collection costs from UMS agency; #153, MCLS, for 50% of our annual cost share to the library system.
- In your packet are the usual financial and statistical reports. At the end of April in the 2011 budget year with approximately 33% of the year gone our expenses are on target with payroll and under on all other expenditures. For revenues we generate we are almost exactly where we were last year except that as of the end of April we have generated \$1655 in direct fund raising over zero last year.

Terry Buford

### **President's Report:**

- Over 4,000 people attended the Teen Book Festival at Nazareth College.

### **Friends Liaison Report:**

- The "Walk To Connect" fundraiser, scheduled for May 21, 2011, will include an open house at both branches. Volunteer opportunities still exist. Raffle items are great. 40 confirmed to walk. Individuals may register, pledge or make donations.
- Thank you to Miriam and Stephanie for promoting the library and Library Walk at the May Town Board meeting.
- The Library Board thanked Ann Ryan for a great 'Friends Newsletter'.

### **Library Foundation Report:** Library Board liaison David Heffer reports:

- April was the last Foundation meeting for the near future; the foundation will be put on 'rest' for a period of time due to various reasons.
- The Foundation is still committed to funding a survey or a Zogby poll.

**MCLS Report:**

- June 20<sup>th</sup> is the next scheduled meeting. Deep cuts at Central Library will be discussed.
- Cuts include: eliminating the summer reading program, eliminating the GED program.
- Cuts will mean that the Central Library will not be meeting minimal New York state library criteria.

**Town Board Liaison Report:**

- Town was awarded a Community Block Grant of \$91,000, down 12% from previous year.
- Development of Titus/Cooper area by a developer was discussed.

**Old Business:**

- Library Fines and Fees: vote next month on a proposal to increase book hold fees and fines. Other towns are increasing their fees and fines.
- Board Subcommittees: further discussions on June 15. Subcommittees include:
  - Contract Negotiation Committee- Mary Ellen Jones
  - Director Evaluation- Elaine Cole, David Heffer
  - Budget Committee-Karyl Mammano
  - Communication Committee/Board Correspondence-Irena Skrobach
  - Board Members Greeting Committee

**New Business:**

- New meeting dates discussed to replace June 15 and July 20.
- June 6, Library/poster recognition reception planning is moving along.

**Communication Services Update:**

- Contract is up at the end of the month.
- June workshop/meeting will be scheduled to discuss the future poll (approved and will be paid for by the Library Foundation) and possible questions. There will be no charge for this workshop.

**Board President's Remarks:**

- Library Board Reappointments: How does Supervisor and Town Board want to deal with it. Library has its own bylaws in regard to that. Town Board has the final vote. Stephanie S. will discuss this with the Supervisor.

Library Board meeting adjourned at 9:30.

Respectfully submitted,

Irena Skrobach, Secretary