

Irondequoit Public Library Board of Trustees
Monthly Meeting
45 Cooper Road
Minutes of July 18, 2012

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

Excused: Jack Herrema

Others Present: Terry Buford, Library Director; John Perticone, Town Board Liaison; Ann Ryan, Friends Board President; Mirko Pylyshenko, Honorary Trustee

Meeting Called to Order: 7:00 pm

Agenda: Motion to approve agenda; moved, seconded, approved.

Public Input: None

Approval of June Minutes: With the addition of “respectfully submitted”; moved, seconded, approved with one abstention.

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

Board Correspondence: None

Director’s Report:

**Irondequoit Public Library
DIRECTOR’S REPORT
Wednesday, July 18, 2012**

1. Library System News

- The much anticipated bandwidth increases have taken place. Instead of multiple T-1 data lines from Frontier we are now on Metro-E from Fibertech Networks. The upgrade will improve performance for all services that use the MCLS WAN such as internet, email, library circulation and online catalog.
- Free parking is now available if you visit the RPL central library downtown. If you park in either the Court Street or Broad Street garage bring your ticket to the circ desk in either RPL building and they will validate it for free parking.
- I volunteered to be a member of the team vetting construction grant applications for submission to the MCLS board. The qualifications for the job are library directors who know the process and don’t have an application submitted this year.
- The weirdo harassing children in east side public libraries was arrested last night at the Penfield Library.

2. Town News

- Cooper Road is being milled and resurfaced this month. At times access to the library parking lot can be tricky and sections of the parking lot are being used by construction equipment and worker vehicles but it is all going very smoothly so far.

3. IPL News / Facilities report

- With the extremely warm and sunny weather we have been experiencing the roof tar is running again at McGraw Branch. This will result in plugging of roof drains and roof leaks when water pools on the roof as a result.
- Repairs to the brickwork and mortar along the top of the large brick planter Evans Branch are complete.
- We have experienced a number of security issues involving staff and patrons in the last month. In light of these issues and those experienced at other libraries in MCLS I reviewed security procedures and best practices with staff both in person and via our intranet.

4. IPL Personnel Report

- Nothing new to report.

5. Financial/Statistical Report Highlights

- Vouchers of interest: #200, Anthony Electric, for repairs to malfunctioning Evans Branch exterior building security lights and McGraw Branch basement lights; #208, Tom Byrnes, for masonry repairs on the Evans Branch.
- As of June 30 we are at 50% of the fiscal year elapsed. All financial reports and indicators are good with a couple of exceptions. In our HR budget we are struggling to keep the cost of calling in substitute librarians under control. We have already expended 67% of budget with 2 months left in the summer vacation season. In the worker's compensation budget we budgeted \$3,500 and expended \$12,871 due to an injured worker.

6. Press Releases Sent

- Board meeting announcement
- New Service, Rapid Reserves announcement

7. Meetings and Events

July 2 - Met with Evans Branch Librarians about building security
July 4 - Marched in town parade with staff and Friends of the Library
July 11 - MCLS Directors Council meeting at Greece Public Library
July 16 - Budget Committee meeting with Karyl Mammano

Terry Buford

President's Report: We had a very nice and very hot 4th of July parade. Library employees, Friends and library pages participated.

Committee Reports:

Budget Committee: There will be a 1.5 % raise as per the union contract.

Vision Committee: Frequently asked questions from the IPL web site were reviewed.

Director Evaluation Committee: Dave has set up a meeting with Anne Boring for Tuesday, July 31st. Forms have been transferred to Anne's computer so that she can check them and correct any glitches.

Contract Negotiations: Stephanie met Thursday, July 12th with the Library Negotiation Team. A minor correction was made to change a Librarian 1 to Librarian 2 to correct a typographical error. A correction regarding classes or seminars taken during work time on the approval of the director was initialed. The contract was signed.

Friends Report: Karen has given the Friends time at McGraw to sort and set up for the book sale. There have been many requests for the book sale to come back. \$1100 was made from the Walk for the Library. The Walgreen's Community Day was very successful in getting out literature and information about the libraries.

Foundation Report: Dave and Ann had a meeting to discuss the possibility of melding the Foundation with The Friends. Ann researched the paperwork that will need to be filed.

MCLS Liaison Report: None. The MCLS Liaison Report will be removed from the agenda.

Town Board Liaison Report: The budget looks good for the first six months. According to Mary Joyce no meeting has yet been set up with the Diocese. The Board approved support for having a pilot for the I Square project. There will probably be a public hearing on it. An investigation into the Falstaff Road fire determined that the house needs to be demolished.

Old Business: Trustee handbook tabled. Elaine is working on new wording to submit for MCLS contract. See the chart in your packet regarding new libraries built or renovations made in

the area over the years. Terry is working with a videographer on a video of the Irondequoit Libraries.

New Business: Regarding the recent suspicious person incidents: Procedures to the security of the patrons and staff are in place. At the November staff meeting we will have staff training on safety procedures with a visit from the Irondequoit Police.

With regard to the 2013 budget, there will be a 1.5 % pay raise as well as the promotion of three librarians to Librarian 2. There will be no labor attorney fees.

Board President's Remarks: A rebuttal was sent to the Irondequoit Post of Mr. Ament's letter.

Adjourned: Motion to adjourn; moved, seconded and approved at 8:29 pm

Respectfully submitted,

Eileen Hayes-Power

For Library Board Secretary Elaine Cole