

Irondequoit Library Board of Trustees
Monthly Meeting
45 Cooper Road
Minutes of November 14, 2012

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

Excused: David Heffer

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

Meeting Called to Order: 7:02 pm

Agenda: Approved

Public Input: None

Board Correspondence and News: The fund raising committee has been investigating and discussing donors, naming rights and donor recognition policies. Miriam received an email from Joanna Attinasi regarding a fundraiser held by Brockport Library. A flyer was passed around about the fundraiser. Joanna said the fundraiser was a great community builder. The Irondequoit Board showed great interest in this fundraising idea. Stepping Stones had a wine tasting for a fundraiser; this is another idea to consider. We received a thank-you note from Brian Cavanaugh expressing gratitude for all the help he received about ebooks from Jen Barth, John Scalzo and Amy Henderson. Blog postings were discussed.

Approval of Board Minutes: Approved with typo correction.

Vouchers: Moves, seconded, approved.

Director's Report:

**Irondequoit Public Library
DIRECTOR'S REPORT
Wednesday, November 14, 2012**

1. Library System News

- MCLS members are looking into a system wide policy we all can agree upon that deals with the ejection and banning of unruly and uncooperative library customers. One can blame poor economic conditions or a general decay in public deportment but all libraries including the IPL have experienced an increase in bad behavior by persons in the library.

2. Town News

- On Friday, November 2, I joined with Deputy Supervisor Essley and the other town department heads in greeting a delegation of education officials from the Ukraine. We each made a presentation about the mission of our departments and the important issues we face.
- On Tuesday, November 6, I attended the town board's public hearing on the 2013 budget. As no tax increase is being proposed, only one person gave public input and the Broderick Room was $\frac{3}{4}$ empty. The library was not mentioned by any of the residents offering public input on the budget.

3. IPL News / Facilities report

- A post on the Democrat and Chronicle's Irondequoit Blog concerning conditions for children and families visiting the Evans Branch elicited some online comments and many of them were in favor of building a new library.
- We are now collecting email addresses for the library's new email newsletter. Interested patrons can sign up at the library or on our web site. The newsletter will keep subscribers aware of programs, new materials and other IPL related news.
- Both branches have had to call police to deal with unruly customers in the past month. In both instances the IPD did outstanding work. Customers expressed their appreciation for how the staff and police handled the situations.

4. IPL Personnel Report

- We are accepting applications for the position of part-time library clerk.

5. Financial/Statistical Report Highlights

- Vouchers of interest: #338, **All Doors & Glass**, for replacement of Evans branch front door closers; #339 **Anthony Electric**, for repairs to lighting at McGraw Branch; #356, **Lansing Sales**, for a new cash register at each branch; #359 **Monroe Piping**, for repairs to McGraw Branch restrooms, #361, **Net Results**, for 2&1/2 hours of staff training on MS Office 2010 at staff training day.
- Financial and statistical data: At the end of October 83% of the fiscal year had elapsed. At that point the library had collected 98% of projected revenue and expended 73% of budgeted expenses. Numbers for revenue under our control are Miscellaneous Income 114%, library charges 88% and copier

charges 77%. The numbers for expenditures under our control are a bit misleading. We have only expended 53% of the services and supplies portion of our budget but still have many large expenditures to make such as ½ the MCLS cost share, 39% of materials and ½ of the utilities budget. Even with those expenditures figured in we still have operating expenses well under control. We have \$28,000 left in Contracted Services.

6. Press Releases Sent

- Board meeting announcement
- Email newsletter announcement

7. Meetings and Events

October 18 - Vision Committee
October 25 - Vision Committee
November 1 - Vision Committee
November 1 - Fundraising Committee
November 8 - Vision Committee
November 8 - Vision Committee
November 8 - 2013 Budget Public Hearing
November 9 - Ukrainian Education delegation
November 12 - Vision Committee

Terry Buford

President's Report: None

Committee Reports:

Board Vacancy: Letters requesting reappointment have been sent in.
By-Laws: No report
Contract Negotiations: No report
Facilities: No report
Budget: No report
Communications: Report given by Miriam in Board Correspondence
Director Evaluation: No report
Fundraising: Stephanie passed out copies of other library's fund raising campaigns to the board members. They are campaigns from Westport Public Library, Holyoke Public Library and Carnegie-Stout Library.

Vision Committee: Stephanie read and handed out a copy of the Vision Committee's final report. A copy of the report will be sent to the Town Board.

I (Elaine Cole) move that based on the findings of the Vision Committee we recommend to the Town Board that it hold a referendum on the construction of a new library of approximately 60,000 square feet to be located as centrally as possible. Seconded by Miriam Ganze and approved by the board.

Stephanie met with the firm of Barkstrom and Lacroix regarding past work done on various town facilities.

Friends Liaison Report: In lieu of the October Friends' Meeting, the Friends Board celebrated the 40th anniversary of their organization. A large number of members attended to enjoy hors d'oeuvres, conversation, a raffle of mums and a \$20 gift card and a very professional power point narrated by Terri Dalton on the amazing programs and projects the Friends have sponsored in the last year. Submitted: Miriam Ganze

New puzzles, a Lego table and new signage for the children's room at Evans were funded by Friends of the Library. The Friends attended the children's book festival at Monroe Community College. Members handed out literature and got a great response. Profits from the pasta dinner, the book sale and the farmer's market totaled \$1134.
Ann Ryan.

Foundation Report: Karyl has not received forms back for review.

Town Board Liaison Report: Last weeks budget meeting was open for public input. The final budget will stay the same as the preliminary versions.

Old Business: The IPL handbook has been tabled.
The Planning Committee discussed fundraising strategies.

New Business: Interim Voucher List on Dec. 6 – A motion was put forward to approve the creation of an Interim Voucher list on December 6th, and to allow the treasurer to sign it. Motion was seconded and approved.

MCLS Policy changes – (1) Smart Phone App - Motion to approve the use of a Smart Phone app in place of a library card. Motion seconded and approved.

(2) Direct Access plan – Library systems must have a plan in place on how they will reach the underserved or non-served population in their county. These conditions do not currently exist anywhere in Monroe County but we must have a plan in place regardless. Motion put forward to approve direct access plan. Seconded and approved.

Board President's Remarks: Thank you all and have a happy Thanksgiving.

Adjourned: 8:44 pm

Respectfully submitted,

Eileen Hayes-Power
For Library Board Secretary
Elaine Cole