

Irondequoit Library Board of Trustees  
Monthly Meeting  
45 Cooper Road  
Minutes of October 16, 2013

**Trustee Members Present:** Stephanie Squicciarini, Mary Ellen Jones, David Heffer, Elaine Cole, Fran Manion

**Excused:** Jack Herrema, Joseph Genier

**Others Present:** Terry Buford, Library Director; John Perticone, Town Board Liaison; Ann Ryan, Friends Liaison

**Meeting Called to Order:** 7:00 pm

**Agenda:** Amendment to move the executive session ahead of the public forum. Agenda approved with amendment.

**Executive Session:** Discussed continuing relationship with Tipping Point Media.

**Executive Session Adjourned:** 7:15 pm

**Public Input:** None

**Board Correspondence and News:** Welcome extended to our new board member, Francine Manion.

**Approval of Board Minutes:** Minutes approved with corrections, with one abstention.

**Vouchers:** Approved

**Director's Report:**

**Irondequoit Public Library**  
**DIRECTOR'S REPORT**  
Wednesday, October 16, 2013

**1. Library System News**

- The Fairport Public Library, having had their new library referendum defeated, is now working on a plan to renovate and upgrade their existing location. This could mean that next year when we apply for construction grants there will be much more competition for the available funds.
- RPL is again reworking the administration of their branches. They are looking at moving away from the quadrant system that has been in place for a few years and splitting the branches into two groups, North and South. What this means for issues that might affect

the IPL such as changes in personnel or hours has not yet been announced. How the election of a new Mayor in November will affect this plan or RPL in general is, of course, also not yet known.

## **2. Town News**

- I met with New Police Chief Richard Tantillo. I have worked with him in the past on library security issues and have found him to be an excellent and supportive colleague.
- I presented the library's proposed 2014 budget at the budget workshop meeting on Tuesday, October 8 along with Board President Squicciarini and Trustees Jones, Genier and Manion. The town board was supportive and appreciative of our efforts. No further cuts to the library budget proposal were raised at that time.

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

- No major building problems to report but both buildings continuing to experience minor plumbing, electrical, door and window problems.
- Handicapped accessible door opener at Evans needs replacement. Patrons starting to complain about it being out of action. We are seeking estimates. Probably will be in the neighborhood of \$2000.
- We have been having some problems on weekday afternoons with afterschool youth rowdiness and disruptive behavior. We have had to eject some teens from the library after patrons complained and in one instance the police were called by staff when the persons ejected refused to leave or were harassing patrons outside the front door. Police responded promptly and the problem was solved.

## **4. IPL Personnel Report**

- We are currently interviewing candidates for Jennifer Barth's replacement.

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

- Vouchers of interest from the October 2013 list: The only voucher of note to report is #332, GovConnection.com, for yearlong subscriptions to Fortigate software which filters Wi-Fi content at both branches.
- Financial report: With 75% of the fiscal year elapsed we are doing in revenue and expenses. With revenues I believe we will be right at our target amounts by year end. With expenses we are right on target with salaries and at only 66% overall.

## **6. Press Releases Sent**

- Board meeting announcement

## 7. Meetings and Events

Sept 19 – Vision Committee with Supervisor D’Aurizio  
Oct 3 – Oct 7 - Vacation  
Oct 8 – Budget Workshop with Town Board  
Oct 10 – Interviews for Teen Librarian position  
Oct 15 - Interviews for Teen Librarian position

Terry Buford, Library Director

**President’s Report:** The forms for state aid and the annual variance were signed.

John Scalzo has been asked to update the library website confirming that Miriam Ganze is no longer on the library board.

I spoke with a Democrat and Chronicle reporter to respond to misinformation. I also responded to an email from William Loos and gave him links to the information he requested.

The nomination letters for Karyl Mammano were submitted to the Chamber of Commerce for Citizen of the Year. We should consider naming a board room after Karyl.

I attended an Emerging Leaders workshop run by Gerald Nichols. He is available for trustee development.

The board should formally approve appointments of all staff members.

### **Committee Reports:**

Board Planning – Interviews were held in September and we have new appointees to the library Board.

By-Laws – Updated copies are coming.

Contract Negotiations – No report

Facilities – No report

Vision Committee – A meeting was held on September 26<sup>th</sup> and we will be meeting again tomorrow morning, October 17<sup>th</sup>.

Budget – Report will be given under old business.

Communications – No report

Director Evaluation – No report

Fundraising – A meeting was held with Mike. Mr. Ament blogged that we didn't make any money on the Barbeque and Books fundraiser.

Discussion of changes that would be made to next year's fundraising event.

McNeill's restaurant will hold a fundraising event on November 15<sup>th</sup>, 16<sup>th</sup>, and 17<sup>th</sup> called Community Days. Proceeds will be shared among charities, including the library.

Question posed as to whether we would be interested in a Barnes and Noble day. Decided against.

**Friends Liaison Report:** The Friends attended the NYLA conference. Terry Dalton and Ann did a presentation plus one for the book sale.

The Bus Tour was a great success. About \$500 was made.

The Regional Council meeting will be on Tuesday, October 22<sup>nd</sup>. The Friends will attend and Terry and Ann will give their presentation again.

The Friends regular meeting will be held on October 29<sup>th</sup>.

A community garage sale will be held at the Densmore Middle School on November 2<sup>nd</sup>. The Friends will have a book sale at this event. We will also have a book sale at the Rotary Pasta dinner on November 10<sup>th</sup> at Bishop Kearney.

The last Farmer's Market is tomorrow. We have taken in about \$1000 from our sales there.

We will be hosting the Halloween party at Evans on Thursday, October 24<sup>th</sup>.

**Foundation Report:** We will have a meeting on November 11<sup>th</sup> to confirm our replacement members.

**Town Board Liaison Report:** All budget workshops are done with few adjustments.

The public input on the budget will be held on November 7<sup>th</sup>. There is no increase in the budget.

The new police chief, Richard Tantalò was sworn in Tuesday night, October 15<sup>th</sup>.

A meeting was held with Christa on Friday morning. Larry wants to adjust the RFP's.

Doug French says there will be no problem with a vote on a Saturday.

Mr. Barone would like the 'Thank You' sign on the Town Hall lawn to be removed.

**Old Business:** A budget workshop was done. The town board is supportive and willing to make an amendment to the budget for the library. November 7<sup>th</sup> is the public hearing.

**New Business:** Holidays and closed days for 2014 were presented to the board. A motion was made to include the day after Christmas as a paid holiday in 2014 only. Motion carried.

The interim voucher list will be presented at the December meeting. A motion was made to approve the interim voucher list. Motion carried.

New Library – Next Steps: Would we be in favor on a Saturday vote? Yes.

Changes need to be made to the frequently asked questions section of the website. The video also needs to be tweaked.

10% of the materials budget is held back. Since we are currently over budget, we should consider moving the 10% from materials to contracted services. We will consider this as New Business at the November meeting.

A motion was made to authorize the Vision Committee to act on behalf of the board between now and our next board meeting to make decisions relative to the vote. Motion carried.

**Board President's Remarks:** I appreciate everybody's hard work and we will get through this again.

**Adjourned:** 9:17 pm

Respectfully submitted,

Eileen Hayes-Power for Acting Secretary Elaine Cole