

Irondequoit Library Board of Trustees
Monthly Meeting
45 Cooper Road
Minutes of November 20, 2013

Trustee Members Present: Stephanie Squicciarini, Jack Herrema, Elaine Cole, Mary Ellen Jones, Fran Manion

Excused: David Heffer, Joseph Genier

Others Present: Terry Buford, Library Director; John Perticone, Town Board Liaison; Ann Ryan, President, Friends of the Library; Adam Bello, Town Supervisor Elect

Meeting Called to Order: 7:00 pm

Agenda: Approved with additions.

Public Input: None

Board Correspondence and News: Received a letter from The Empire Friends of the Library Association regarding the excellent presentation given by the Irondequoit Friends at their meeting.

Approval of Board Minutes: Approved with one abstention.

Vouchers: No vouchers.

Director's Report:

**Irondequoit Public Library
DIRECTOR'S REPORT
Wednesday, November 20, 2013**

1. Library System News

- Due to the growing size of the collection and high demand MCLS has increased both the number of OverDrive eBooks a customer can borrow at one time and the number of holds a customer can have at one time. The maximum number of items an OverDrive eBook user can have checked out has increased from 4 to 12. The maximum number of holds has increased from 4 to 8. IPL currently spends 5% of the annual new materials budget on eBooks.

2. Town News

- The 2014 Budget Public hearing went well. The only input on the library was a suggestion that we investigate contract cleaning services to reduce our costs.

- I have attended several meetings with John Perticone, Larry Heining and Supervisor D'Aurizio to inform prospective engineers, architects and construction managers about our new library project so they can prepare proposals.
- Julie Brubaker has informed me that the Irondequoit Girl Scouts will again have an "I promised a Girl Scout I would vote" campaign to encourage adults to vote in the upcoming library referendum. This time the program will be included in a project emphasizing that local community service can have local, national and international benefits. The girls will help encourage library referendum voters as a local community service, assist volunteers placing wreaths on the graves of veterans across the nation and help raise money to assist victims of the typhoon in the Philippines.

3. IPL News / Facilities report

- No major building problems to report but both buildings continuing to experience minor plumbing, electrical, door and window problems.
- DPW will visit Evans Branch to attempt to shut from the outside the two windows with the warped frames that are so difficult to close. This situation is a constant source of irritation to the next door neighbor. Contrary to her claims the windows have not been open continuously for 8 years. However, when they are opened they are sometimes very difficult to close again.
- The afterschool rowdiness problem at Evans has abated due to stern actions from the staff. Patrons have been very complimentary of our actions in remedying this situation.

4. IPL Personnel Report

- The new Evans Branch Teen Librarian Matthew Krueger starts Monday, December 2. He is a longtime resident and a graduate of IHS. He is excited to serve teens from the same schools he attended and we are excited by his enthusiasm and sterling track record at his previous employer the Brockport Seymour Library.

5. Financial/Statistical Report Highlights

- No vouchers for today's meeting.
- As of the end of October 83% of the fiscal year has elapsed. We have collected 97% of revenue and our \$13,000 state aid check has just arrived. We have expended 73% of what was budgeted for 2013 but we have several outstanding big ticket items to account for yet such as Tipping point and front door repairs at both branches.

6. Press Releases Sent

- Board meeting announcement

7. Meetings and Events

Oct 17 – Vision committee with Supervisor D’Aurizio
Oct 17 – Teen librarian interviews
Oct 21 – Taught Advanced Internet Searching class at Evans
Oct 28 – Town Board Special Meeting to set referendum
Oct 29 – Meeting with prospective Architects
Nov 7 - Vision committee
Nov 7 – FAQ Video recording session with Nate Stone and Stephanie Squicciarini
Nov 7 – 2014 Budget Public Hearing
Nov 8 – Meeting with prospective engineers
Nov 8 – Meeting with prospective construction managers
Nov 11 – Staff meeting
Nov 12 – Chamber of Commerce luncheon
Nov 19 – New library presentation at town hall
Nov 19 – Review of architects qualifications

Terry Buford, Library Director

President’s Report: Interviews concerning the new library proposal were held on Channel 8, WHAM Radio and Channel 10 Focus on Rochester. City News is fact checking letters to the editor containing questionable information.

Greg Goater of the Irondequoit Rotary would like to donate \$1000 to a literacy project. He will meet with Terry and the children’s librarians regarding this project.

Committee Reports:

Board Planning: Fran Manion’s term will end, technically, in December. She will need to be Reappointed by the town board.

By-Laws: Terry has forwarded out updated by-laws.

Contract Negotiations: No report.

Facilities: No report.

Vision Committee: No report. Will be discussed under New Library – Next steps.

Budget: The budget was amended. Copies will be available at the December meeting.

Communications: The board email account needs to be checked more frequently.

Director Evaluation: No report.

Fundraising: McNeill's Restaurant fundraiser was not held. August 22 and 23, 2014 are the dates for the next Barbecue and Books fundraiser.

Friends Liaison Report: A regional council meeting was held for Friends. Terry Dalton and Ann Ryan did a presentation on what the Friends do. The Friends helped put on a Halloween party at the Evans Branch; it was a great success. Sales at the East Irondequoit Community garage sale were down but the sale affords great PR for the library. We also attended the Rotary Pasta Dinner which was another opportunity for PR. We made good contacts at the Chamber lunch and found places for signs. Tonight at the WIN meeting we talked about the vote. We are working on the After Hours party.

Foundation Report: The Foundation met on November 11 and introduced our newest member, Jon Paul Penner. Approved all expenses. Will provide In Memoriam contribution envelopes. Will add an accountant in December. Expect to add at least 2 new members in the near future.

Town Board Liaison Report: Meeting with Bob Spatola at Christ the King on Friday, December 13 to set up the room for the vote. Mr. Spatola has offered to provide a cover for protecting the gym floor. We received responses to the RFQ's for sight and civil. We had a meeting yesterday to short list the interviews. We will try to have renderings for the meeting on the 11th. We will interview Christa Construction, Lechase Construction, and The Pike Company.

Old Business: We have hired Matt Krueger as our new teen librarian. He will start on Monday, December 2. Motion made to approve hiring; approved.

New Business: - Intra fund budget transfer 2013 budget: Motion to move \$17,500 from the materials budget into contracted services; approved.

Sick Time Policy – Motion to approve adoption of the town's HR policy allowing employees 'gifting' sick time hours to other employees; approved with one exception to the town policy, employees can donate up to 5 days.

New Library-Next Steps – Discussion held of arrangements made for day of the vote; ushers, parking, security, food for workers and volunteers, etc. Discussion of banners, signs and campaign costs followed.

Board Presidents Remarks: Karyl Mammano was selected as Person of the Year by the Chamber of Commerce. The award will be presented posthumously on December 7th. The ceremony is open to all; tickets are \$40 per person.

Thank you all; I am inspired every day working with all of you. We will get through this.

Adjourned: 9:24 pm

Respectfully submitted,

Eileen Hayes-Power

For Library Board Secretary Elaine Z. Cole