

Irondequoit Library Board of Trustees
Monthly Meeting
45 Cooper Road
Minutes of September 17, 2014

Trustee Members Present: David Heffer, Elaine Cole, Fran Manion, Mary Ellen Jones, Joe Genier, Jack Herrema

Excused: Stephanie Squicciarini

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

Meeting Called to Order: 6:57 pm

Agenda: Motion to move discussion of specific library personnel and the 2015 budget to executive session. All approved.

Public Input: None

Board Correspondence and News: None

Approval of Board Minutes: All approved.

Vouchers: All approved

Director's Report:

Irondequoit Public Library

DIRECTOR'S REPORT

Wednesday, September 17, 2014

1. Library System News

- I have submitted the NYS Library Construction Grant application. It has been reviewed and accepted by MCLS. The committee of library directors that review the applications has recommended that our project receive approximately \$360,000 and the Fairport Public Library

renovation project receive \$200,000. The next steps are approval by the MCLS Board of Trustees and then the NYS Library.

2. Town News

- Our budget workshop with the Town Board is Tuesday, October 7 at 7 PM. It is important that as many trustees as possible attend. I am working on our presentation.
- Our meeting with Supervisor Bello, the Comptroller and Human Resources was alarming when considering the deep cuts the library is being asked to make. In addition to reducing the amount of new materials the library will be able to purchase in 2015, cuts this deep will surely affect personnel and will degrade our ability to staff the new library adequately. We seem to have again reached a point where town officials disregard or do not believe the statistics and numbers we provide when benchmarking our operation against other town libraries. Every way of statistically comparing us to other libraries shows that we are not overstaffed or burdened by an excessive payroll. Our payroll and staffing levels are similar to or lower than comparable towns. It may be inconvenient to some in town government but we can easily prove this.

3. IPL News / Facilities report

- A quiet month on the major building repairs and maintenance front.

4. IPL Personnel Report

Minimum wage increases to \$8.75 January 1, 2015.

5. Financial Report

- Vouchers of note: #251, Doyle Security, replace dead battery in McGraw security system; #252 Doyle Security, cost of one year of security system monitoring for both branches; #262 Monroe Piping, repairs to the Evans Branch air conditioning in June; #263, Monroe Piping, quarterly maintenance contract payment.
- Financial report: As of September 1 we are 66% of the way through fiscal year 2014. In revenue we have caught up and are on pace now with Library Miscellaneous Income and copier revenue but still lagging a bit behind on Library Charges to the tune of \$7,000. On the expense side we have expended 58% of our budget and are exactly on target with payroll.

Press Releases Sent

- Board meeting announcement

7. Meetings and Events

August 22 – BBQ Fundraiser

August 23 – BBQ Fundraiser

August 27 – Library construction meeting

September 2 – Town staff meeting

September 3 – Budget meeting with Supervisor and Comptroller

September 10 – Library construction meeting

Terry Buford, Library Director

President's Report: No report.

Committee Reports:

Board Planning: No report.

By-Laws: No report.

Policies: Do we need a policy regarding memorials in the event of a death, i.e. money taken from the board's account?

Budget: Met with Supervisor Bello. Library personnel to be discussed in the executive session.

Vision: No report.

Long Range Planning: We are having a problem finding documents for other newly built libraries to compare our goals. Terry advised how to find these documents.

Facilities: No report.

Contract Negotiations: We will need to start negotiating in 2015.

Fundraising: The BBQ and Blues brought in \$31,089 although this is not the final number. Our total expenses were \$24,204.91. A discussion followed regarding next year's fundraiser and/or new library grand opening event. There will be a meeting on this issue next month.

Elaine spent three days working on the community campaign mailing issue. A discussion followed on the many changes in how this is being done now.

Director's Evaluation: Terry received his evaluation.

Friends Liaison Report: Elaine will be unable to attend the Friends meeting on the 23rd. She is very pleased that the Friends will be acknowledged by the town during Friends week. The Friends have activities planned at both branches during Friends week.

A card was sent to one of Carol Curcio's favorite charities in her memory. The Friends will attend the executive committee meeting in Chili on October 20.

Terry, of the Friends, put forth a fundraising idea of having card game activities.

Foundation Report: We have received our sales tax exemption. The forms are in Terry's office.

Yesterday we deposited \$395 in honor of Carol Curcio. We have agreed to place \$150,000 of the Behler money in an endowment. This leaves \$100,000 for the capital campaign. We will soon have large expenses in the capital campaign. We need the board members to make their contributions. Regarding long range planning we will need the interplay of the two boards, Foundation and Library.

The Royal Bank of Canada mystery has been solved. They are the funds from the foundation that Wolodymyr Pylyshenko has set up. This is why we received money from the RBC.

Town Board Liaison Report: The town's master plan will be approved tomorrow night. We will talk about sign code for town businesses. There will be a caucus meeting next weekend where we will learn more about the budget. Tomorrow night another police officer will be admitted into the academy. The police union contract has been approved. Sonic will have a grand opening at 9:00 am on Saturday.

Old Business:

2015 Budget Proposal: moved to executive session.

Construction Grant Update: We will receive a check in January or February for 90% of the awarded amount. After everything is finalized we will receive the remaining 10%.

New Business:

Proposal to change December meeting from the 17th to the 10th: all approved.

Donating to the Meg Meredith Fundraiser: The fundraiser will be held at the Point Pleasant Fire Department on the 27th. Motion to donate \$300 from the Library Trustee account to the fundraiser; all approved.

MCLS Document of Understanding: The document was distributed to the board members with highlighting on new or changed sections. Usage and expenditures of ebooks was explained. Appendices were sent to emails. A vote to accept an agreement will be taken in October or November.

New Library-Next Steps: Construction is moving quickly. Landscape architect design companies responded today. We have narrowed it down to two; we will evaluate and make a decision tomorrow.

Board President's Remarks: No remarks.

Adjourned to Executive Session: 8:11 pm. Reconvened and adjourned regular meeting at 8:45 pm.

Respectfully submitted,

Eileen Hayes-Power

For Board Secretary Elaine Z. Cole