

Irondequoit Library Board of Trustees
Monthly Meeting
45 Cooper Road
Minutes of December 10, 2014

Trustee Members Present: Mary Ellen Jones, Fran Manion, Jack Herrema, Joe Genier

Excused: Stephanie Squicciarini, David Heffer, Elaine Cole

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

Meeting Called to Order: 7:02 pm

Agenda: All approved.

Public Input: None

Board Correspondence and News: We received a call from Mr. Ament who was unhappy about the library mounting a fundraising campaign.

Approval of Board Minutes: All approved.

Vouchers: All approved.

Director's Report:

Irondequoit Public Library

DIRECTOR'S REPORT

Wednesday, December 10, 2014

1. Library System News

- The MCLS contract with CARL/TLC expires next year. We have put together a team to study other systems to see if we need to make a change.

2. Town News

- McGraw Branch property rezoning is moving ahead.
- Everything for the ice rink on the front lawn of town hall is ready except the weather.

- A developer wants to build townhouses on Densmore Road across from the East Irondequoit middle school.

3. IPL News / Facilities report

- Elevator door malfunctioning at Evans Branch. Repaired by Thyssen-Krupp.
- Patrick Meredith is trying to find a good time for tours of the new building before it gets too cold and too many walls go up. It will be the last chance to see the building as one large space.
- Monday we had a meeting in the Supervisor's office to discuss the information technology aspects of the new library project. We reviewed all the new technologies we want to bring into the library and agreed we would seek assistance from a consultant or other professionals to help us choose, implement and install them.

4. IPL Personnel Report

- Nothing new to report.

5. Financial Report

- Vouchers of note: #359 MCLS, for our quarterly collection agency service, please note that because this is a service that generates revenue it is paid out of the revenue lines not the expense lines; #362, Monroe Piping, for repairs at McGraw of a hot water heat circulating valve that was causing no heat in some sections of the building and a leaky hot water heater.
- Financial report: As of November 30th we were 92% through the fiscal year. In revenues we have collected 98.62% of projections. Library miscellaneous income is at 94.6%, finds and fees at 78.3% and copier fees at 87.8%. In expenses we have spent 79.55%. **We still have** some large outstanding costs that haven't been included yet but despite the small shortfall in revenues we are close to completing another successful fiscal year.

6. Press Releases Sent

- Board meeting announcement

7. Meetings and Events

November 21 – McGraw Branch reference shift

December 1 – Meet with Children’s Librarians

December 3 – Construction meeting

December 4 – Meeting with Branch Managers

December 5 – McGraw Branch reference shift

December 8 – New Library Technology progress meeting with Supervisor and town staff

Terry Buford, Library Director

President’s Report: Due to the deteriorating road conditions from the storm this evening this meeting should be conducted doing only the most important tasks that cannot wait for January.

I emailed Edward Trevvett, the Board's lawyer for upcoming contract negotiations, to begin the process and asked him to get some potential dates from Robert Leonard (the union negotiator in the past) for our first meeting for January or February. These dates will be coordinated with the Board's negotiation team.

I emailed the people the Board discussed last month in regards to the board vacancy to let them know of the openings.

I emailed Supervisor Bello regarding the submissions for consideration for the board vacancies (the deadline was December 5th). Mary Ellen and John Perticone, Board Liaison, were included on the email. As of this report, which is being submitted early, I have not received a reply. Should anything new be available to report at the meeting, they will report on it.

I also emailed Supervisor Bello regarding Town assistance in leading the group process for our Long Range Plan. As of this report, which is being submitted early, I have not received a reply as it is possible that John Perticone will report on.

I would like to thank the Board, the staff, our Town Board Liaison, the Foundation, the Friends and Eileen as our note-taker for a great and productive year. I would also like to thank everyone again for their support during some personal. I look forward to an exciting new year and our new library! Last, and by no means least, I want to thank David Heffer for his remarkable tenure as a Trustee. His knowledge, guidance, and drive have been invaluable and inspiring and helped lead us to an amazing new chapter in the history of the Irondequoit Public Library. I am grateful that he will be staying on as Honorary Trustee.

Respectfully submitted,

Stephanie Squicciarini

Committee Reports:

By-Laws: No report.

Policies: No report.

Budget: No report.

Vision: No report.

Long Range Planning: No report.

Facilities: No report

Contract Negotiations: We doubt we can consider suggestions that the CSEA contract be extended for an additional year because of changes the town is making to the health care policies.

Fundraising: Email from Susan Bonkowski: Below is the current status of donations received to date:

- Total number of donations received: 70
- Total amount of \$\$ **pledged:** \$18,000 from 8 donors
- Total amount of pledge \$\$ collected to date: \$2750
- Total amount of **gifts collected:** \$11,480
- Total \$\$ deposited: \$14,230 (gifts + pledges received)
- Total of both pledges (collected and uncollected) and gifts: \$29,480

Susan says to let her know if there are any questions.

Director Evaluation: No report.

Grants: No report.

Friends Liaison: The Friends are planning a fundraiser in March. It will be a game night at Isquare or Pinegrove. In future, fundraisers will be about getting our name out. Advertising will show that monies raised will go to programing.

Foundation Report: An email from Matt Gray of Alex's Place was read giving his view on the best way to have a barbeque competition. 100 school alumni fundraising requests have been sent out and 70 brochures have been sent out. Next will be letters and phone calls.

Town Board Liaison Report: The rezoning of the McGraw property will be done next week. A commercial realtor will be hired to sell McGraw. Craig Wilson showed us his plan to connect the leaves

to the donor recognition tree. The tree will be located to the left of the entry door in the new library. We have 500 leaves so far.

Old Business: Meeting Room Policy: Save for next month.

New Business: 2015 meeting dates: dates have been set and all approved.

New Library-Next Steps: Plan on December 20th at 9:00 am for a walk through of the new library. The inside is closed, framed, and the heat is on. The elevator will be installed by February 1st. Everything is on time and moving forward.

We had a meeting in the supervisor's office regarding information technology in the new library. We will hire a consultant to help us get it all ready and installed. We will have a security meeting with Grinnell next week about a security system for the new library which can eventually be extended to all town buildings.

Board President's Remarks: No remarks.

Adjourned: 7:35 pm

Respectfully submitted,

Eileen Hayes-Power