

Irondequoit Library Board of Trustees
Monthly Meeting
45 Cooper Road
Minutes of April 15, 2015

Trustee Members Present: Stephanie Squicciarini, Fran Manion, Bud Birchard, Jack Herrema, Joe Genier

Excused: Mary Ellen Jones, Mark McBride

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

Meeting Called to Order: 7:00 pm.

Agenda: All approved.

Public Input: None

Board Correspondence and News: Jack Herrema and Bud Birchard attended the MCLS Trustee Orientation.

Approval of Board Minutes: February's minutes were approved by all who were present at that meeting. Approval of March's minutes has been tabled until the May meeting.

Vouchers: All Approved.

Director's Report:

Irondequoit Public Library

DIRECTOR'S REPORT

Wednesday, April 15, 2015

1. Library System News

- Overdrive, our EBook and downloadable audiobook partner is now offering magazines, music and streaming video. It should be interesting to see how this is received by our customers once we publicize it.

2. Town News

- FF&E (furniture, fixtures and equipment) bids on the new library will be opened tomorrow, Thursday, April 16.
- Supervisor Bello called all department heads in for a special meeting on Thursday, March 26 to remind us all that at potentially anything we say or do on the job or off can reflect back on the rest of the town government.

3. IPL News / Facilities report.

- We had some ice damming and leakage over the front window at Evans that had to be repaired while I was out sick.

4. IPL Personnel Report

- We are continuing to run our staff exchange with staff working at their non-home branch to get to know and work with their colleagues they don't see very often.

5. Financial Report

- **Vouchers of note:** #80, NYLA, for training classes for 3 Library Assistants; #82, RMV Construction, for cleanup and repairs to Evans Branch ice damming related leaking.
- **Financial report:** As of April 1 we are 25% of the way through our fiscal year. Revenues received are 93.5% and we are on target for library generated revenue streams. We have expended 19% of our budget including 23% of our personnel budget.

6. Press Releases Sent

- Board meeting announcement

7. Meetings and Events

March 25 – Management team meeting

March 26 – Department Head meeting

March 30 – Acquisitions team meeting

March 31 - Meeting with Fusion Digital

April 1 - MCLS Director's Council

April 8 - Tour new building and meet with potential donors

April 12 – Presentation about new library at Summerville Presbyterian

April 13 – Management Team meeting

April 13 – New library meeting with Supervisor Bello

April 14 – Meeting with Dustin Lamm of Bibliotheca

Terry Buford, Library Director

President's Report:

- Monitored the Board email account, no messages since last report.
- Attended Fundraising Committee meeting on March 23rd.
- Toured the Library construction site and met with potential donor. Working on a letter of agreement for the contribution. Will be able to announce donor once agreement is signed.
- Attended first meeting with contract negotiation team on April 13th.
- Met with Supervisor Bello, Terry Buford, John Perticone, and Nick Weatherbee to discuss potential for new café area in Library on April 13th.
- Communicated with Kerry Ivers from the Town regarding the Long Range Planning process.
- Communicated with Sarah Culp from the Town regarding the status of the tree sculpture project.
- Terry and I met with the Summerville Presbyterian congregation to give an update on the new library project. Craig Marasco also talked about the fundraising campaign.

Committee Reports:

By-Laws: No report.

Policies: This will be discussed in Old Business

Budget: No report.

Vision: No report.

Long Range Planning: We have been in touch with Kerry Ivers of the Town Community Development department. She is an experienced facilitator and has agreed to help us with the long range planning process.

Facilities: No report.

Contract Negotiations: Contract negotiations will be discussed in an executive session.

Fundraising: The BBQ has been put on hiatus for this year. We will have a booth at the 4th of July celebration to promote leaves for the Giving Tree and book spines. We will also be in the parade.

Director Evaluation: This will be discussed in the executive session.

Grants: The Lloyd Klos grant will be used for funding the display cabinets for the local history society.

Friends Liaison: The Fun Fest will be held on May 9th and all are invited. There will be a trunk sale, music, food trucks and children's games. One of the games will be a croquet game using Irondequoit landmarks as an obstacle course.

Foundation Report: Elaine asked that we discuss again putting a list of donors on the library website. After discussion the consensus was to *not* list the donor names on the library website. There was a discussion and a photo of the Giving Tree. The Giving Tree *could* be put on the website. There was also a general discussion of the capital campaign.

Town Board Liaison Report: The ground breaking for the baseball fields will be on the 25th of April at 11:30 am.

The federal government has told us how much we would be getting from the federal grants. We have allocated \$50,000 to do a study, over the course of a few months, of the seniors in Irondequoit and what kinds of facilities may be needed for them in the future.

We will have the town cleanup on May 2nd. It will be called Invigorate Irondequoit.

The Veteran's memorial is ready to go but the lawn may not be done by Memorial Day. We may hold off until after July.

Old Business: Meeting room policy, in progress; Tabled until the May meeting.

New Business: New Library- Next Steps: By the end of this month we will have accepted an offer for McGraw.

We met with Adam and Nick Weatherbee about the café area. Nick will put out a very general RFP with the space, what's included; electricity, etc. and see who might respond.

The landscape design has been finalized and sent to budget. We should have it out for bids by late May. Site works will start next week.

Board President's Remarks: Thanks again to everybody for all the work they are doing. A motion was made to enter into an executive session at 8:45; all approved.

Executive session to discuss CSEA negotiations.

Executive session to discuss director evaluation.

Adjourned: 9:25 PM.

Respectfully submitted,

Eileen Hayes-Power

For Board Secretary Mark McBride