

Meeting Minutes, Chili Public Library Board of Trustees Meeting-APPROVED  
May 27, 2008

Board of Trustees: Ed Schuler (President), Glenda Melville (Vice-President), James Lechner (Treasurer), Charles Havens (Secretary), Judith Kharbas, Christina Reece, James Myers  
Library Director: Jeff Baker  
Town Liaison: Michael Slattery

Vice-President Melville convened the meeting at 6:02 PM. Mr. Schuler absent.

**Approved** minutes of April 22, 2008 meeting by six in favor, none opposed.

**Approved** abstract: \$38,111.19 by six in favor, none opposed. (It was noted by Mr. Baker that this includes three staff pay periods instead of the usual two.)

**Approved** the meeting agenda by six in favor, none opposed

### Communications

#### Guests/Public:

A note was received from Mr. Sheehan and Mr. Amesbury thanking the board and Mr. Baker for personally sponsoring a hole at the golf tournament they conducted to benefit the Friends of the CPL.

#### Town Board Liaison:

None.

#### Friends Representative:

Ms. Roether reported:

- that the Friends received a \$2200 vehicle donation as well as \$689 from the golf tournament.
- that there will be a concert by the Smugtown Stompers August 12<sup>th</sup> continuing their long standing support to the Friends – this is in addition to the concert series now assumed by the Town of Chili Recreation Department;
- and that there will be a book sale August 15.

## Director's Report – May 2008

***Board, Director, Public Officials and Guest's discussion as noted.***

### General Information:

- **CPL Statistics** – Distribution of April 2008 statistics.  
*Five to ten per cent growth year on year in most metrics.*
- **Reference and Circ Staff Meeting** – Friday, June 6, 2008.
- **Friends of the CPL Board Meeting** – Tuesday, June 10 at 6:30 pm – Jim Lechner to attend.
- **Save the Date** – Sunday, September 21 – Staff picnic Union Station Park.
- **2007 Annual Report to the Community** – Distribution of the 2007 Annual Report to the Community.
- **Spring & Summer 2008 Recreation Newsletter** - Distribution of Spring & Summer 2008 Recreation Newsletter.

### Follow Up Items:

- **Physical Plant**
  1. **Monroe Piping:** The Director and Jim Lechner met with the Head of the Highway Department and his assistant, and Rob Clyde of Monroe Piping to facilitate communication and clarify heating and cooling issues and needs for the Chili Public Library. *Monroe Piping recognizes they have had an issue scheduling service that they have now corrected.*
  2. **Carpet cleaning:** Carpet cleaning was completed on May 24<sup>th</sup> throughout the entire library.
  3. **Windows:** The window that was broken by a vandal has been replaced by Ray Sands Glass
  4. **Relamping:** The Director will be scheduling phase 3 relamping.
- **The Chili Public Library Teen Photo Contest** - The first ever Chili Public Library Teen Photography Contest has 73 entries. The judging was May 23. There will be a photo show featuring all submissions and a reception on Saturday, May 31 at the Chili Public Library at 3 pm.
- **Summer Reading** – The summer reading program for children will kick off June 30 with a performance by Airplay and end August 8. Other high attendance programs planned are the butterfly release with the Seneca Park Zoo on August 21, a tie-dye program on July 22, and a truck/tractor show on August 19. The adult summer

reading program begins July 7 and ends August 15. There will be weekly prizes, including gas cards. The Town Historian Bonnie Moore will be presenting "Heroes, Fascinating Facts and Stories of Early Chili" on Tuesday, June 17, at 7pm in the multipurpose room. Also there will be another Passport Services for the Community program on Tuesday, July 8, from 5:30-8:30pm. Jim Kennard and Dan Scoville are back with the presentation "Discovery of the Schooner Orcadian and the Last Flight of the See Bee! Wednesday, August 27, at 7pm. Teen Summer Reading begins July 7. Prizes will include gift certificates and an MP3 player. Back by popular demand will be Kaplan courses for college prep.

#### **New items:**

- **Wireless Service** – Chili Public Library was one of the first member libraries to provide wireless services to its patrons. At that time the library board requested staff keep statistics on usage. This was done by patrons signing in with user names and passwords. The library averages 40 wireless users per month. Most if not all member libraries now have wireless and do not require patrons to sign in. To better facilitate staff workflow Mr. Baker requested that the library no longer requires patron sign in to access the wireless network.

**Board Action Requested:** Approve no longer requiring patron sign to access the wireless network.

**Approved six in favor, none opposed.**

- **Action Item: Thank you to Senator Alesi** – The Director drafted a letter to Senator Alesi thanking him for the \$5,000 that was secured for the Chili Public Library for 2008. The money for the grant will be used to pay for the increase in MCLS costshare for 2008.

**Board Action Requested:** Approve the letter to send to Senator Alesi.

**Approved six in favor, none opposed.**

- **New staff hires and resignations were reviewed.**

**Resignation of Page Ms. Christina Salvas; hiring of Part-time Clerk Kathryn Garrett and Page Amanda Ranieri.**

#### **State News:**

- **State Funding** - The New York Library Association urges library supporters to contact their state legislators in support of the four following bills below. This can be done by using the NYLA Online Advocacy Center at [www.nyla.org](http://www.nyla.org) (click on the Library Advocate button) to send a fax/email. You can only send one letter at a time, so if you want to send letter in support of more than one issue, you need to go back to the beginning of the process.

**Association Libraries Opt Into State Retirement** (S.7507 Farley/A.10518 Paulin)  
The bill would allow association public libraries that meet certain criteria to join the NYS retirement system upon approval by their board of trustees.

**Dormitory Authority Bonding**(S.1684 Farley/A.6256 Eddington) -Bill would allow NYLA to bundle small bonding projects together for submittal to Dormitory Authority to give libraries greater access to inexpensive financing and reduce their borrowing costs. Only projects below \$5 million would qualify for this program. All other library projects would still need special legislation. **Status:** Passed Senate

**BOCES-Libraries Internet Partnerships** (S.2082 Larkin/ A.6592 Gunther)  
Authorizes Boards of Cooperative Educational Services to enter into contracts with public libraries or library systems to provide internet access and communication services. **Status:** Passed Senate 3/28

**Sales Tax Exemptions for Book Fairs** (S.1722A Lavalley/A.3463A Cahill) Bill would exempt book fairs held by school and library organizations (PTA's/Friends Groups) from collecting sales tax.

#### System News

- **MCLS Marketing Team** – The survey results of the MCLS Marketing Team were reviewed.
- **MCLS Trustee Technology Workshops** - The Monroe County Library System is offering Technology workshops for MCLS/RPL Trustees scheduled for Friday June 13 and Friday June 20 from 9:30 to 11:30 am. These workshops will introduce trustees to technology tools that library staff members have learned. Registration forms were distributed for those Trustees interested in attending.
- **Holdshelf:** The Directors Council has approved reducing the time an item remains on the holdshelf from 10 days to 7. The new policy will be in effect July 1, 2008.

## **Committee Reports**

### **Budget**

None.

### **Personnel**

None.

### **Long Range Planning**

A draft of the 2009-2011 Long Range Plan was provided.

### **Grants**

Ms. Kharbas reported she contacted Mr. Dougherty, Chairman of the Rochester Area Community Foundation. It is considered unlikely that CPL can receive a grant but he will meet our representatives on June 20 to discuss grant procedures.

## **Old Business**

None.

## **New Business**

Certificates of Deposit 12055565 for \$5,477 was approved for renewal for six months by six in favor, none opposed.

## **Comments from Guests**

None.

Ms. Melville adjourned the meeting at 7:20 PM.

**Next meeting date/time: June 24, 2008 at 6:00 PM CPL Public Meeting Room.**