

Approved
Meeting Minutes
Chili Public Library Board of Trustees Meeting
June 23, 2009

Board of Trustees: James Myers (President), Glenda Melville (Vice-President), James Lechner (Treasurer), Charles Havens (Secretary), Judith Kharbas, Christina Reece, Steven Ziblut

Library Director: Jeff Baker

Town Liaison: Michael Slattery

Friends Representative: Nancy Stein

Guests/Public: none

President Myers convened the meeting at 6:20 PM. Mr. Havens, Ms. Reece, Mr. Ziblut, and Mr. Slattery absent.

Approved minutes of May 26, 2009 meeting by 4 in favor none opposed.

Approved abstract: \$14,331.24 by 4 in favor none opposed.

Approved agenda with the change that the review of CPL's computer network infrastructure by Justin Russell is rescheduled to the July Board meeting.

Communications

Friends of CPL report: Ms. Stein reported that the Friends are planning a book sale for August 28 with a Friends preview sale on August 27. The Friends are also raffling wine-trail tickets which are available at the Circulation Desk.

Director's Report

Mr. Baker distributed brochures for summer programs for adults, children, and teens. The latest relamping phase is to start Monday. The second annual teen photo contest reception was held on May 30th and was well attended. The photos are on display in the lobby display cases and patrons may vote for their Viewers Choice. The Barnes and Noble book fair was held on Saturday June 13. There was musical entertainment, a therapy dogs storytime, and a crafts program. CPL staff modeled costumes from different time periods within the American Girl series. Bonnie Moore, Town Historian, presented "The Cobblestone Buildings of Chili". The final Rochester Works program took place on June 10. Plans are underway for Chil-E Fest. The Friends will have 22 children and their parents marching in the parade dressed as literary characters. The Library will have a table where staff will hand out information about the Library. Mr. Baker reviewed the May statistics noting in particular a 4% decrease in door count, and 3% increase in reference questions. There was also a significant increase in children's program attendance.

New Items:

Mr. Baker requested Board approval to increase patron computer usage from 90 minutes to 120 minutes per day. Though the average time a patron uses the Library's computers is currently 45 minutes, more patrons are asking the reference staff for extended time due to job searching related activities such as writing resumes, making online applications, and searching the web for employment opportunities. By increasing the time allowable to 120 minutes patrons would be better able to use the Library's computer equipment. Ms. Kharbas moved approval and Ms. Melville seconded.

The motion passed by four in favor and none opposed.

Mr. Baker reviewed the room use policy and requested Board approval to update the policy to include the Library's Conference Room. Due to the popularity of the Community Room and the infrequent use of the Conference Room, the director would like to open up the Conference Room to groups when it is not occupied. The Board discussed the proposed policy and changed one statement to read "A \$50.00 charge will be assessed if the rooms require cleaning and a replacement charge will be assessed for any damage to the room or its contents". Mr. Lechner moved approval of the updated policy and Ms. Melville seconded.

The motion passed by four in favor and none opposed.

Committee Reports

The Budget Committee will meet next on July 10 at 8 AM and expects to have a preliminary budget ready soon after. The Long-Range Plan Committee has had two meetings and meets next on July 9 at 4 PM. The Committee will report to the Board at its July meeting.

Old Business

Mr. Lechner reviewed the CD's which are due for renewal soon. CD #1149 will be renewed this week. When CD #5297 comes due half of it may be spent. Gifts to the memorial fund in memory of Jerry Roether total \$1375 to date. Mr. Baker is considering purchase of a table for the reading area with a plaque with Mr. Roether's name on it.

President Meyers adjourned the meeting at 6:50 PM.

The next meeting will be on July 28, 2009 at 6:00 PM.