

Meeting Minutes, Chili Public Library Board of Trustees Meeting - APPROVED  
September 23, 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  
Friends representative: Sandy Roether

President Schuler convened the meeting at 6:00 PM. Ms. Reece and Mr. Lechner absent.

**Approved** minutes of August 26, 2008 meeting by five in favor, none opposed.

**Approved** abstract: \$20,528.04 by five in favor, none opposed

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

### Communications

**Guests/Public:**

None.

**Town Board Liaison:**

None.

**Friends Representative:**

Ms. Roether: The next book sale has been scheduled for January 28 and a library page has agreed to coordinate it as a government service project for school credit.

### Director's Report –September 2008

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

- **CPL Statistics** – Distribution of January-July comparative statistics. Distribution of August 2008 statistics.
- **Full Staff Meeting** – Friday, November 7 at 9:00am. Chuck Havens to attend.
- **Friends of the CPL Board Meeting** – October 14 at 6:00 pm. Chuck Havens to attend.
- **Tech Camps** – Staff will be attending two MCLS technology camps “Digital Photography” in October and “Facebook Applications in your Library” in December. These camps will be repeated for library trustees. The MCLS Emerging Technology Committee is also developing a staff conference for staff to take place in October 2009 as a follow up to last year’s “Imagine. Create. Innovate. Conference”.

**Follow Up Items:**

- **Alesi Grant:** The Chili Public Library has so far received \$1,250 of the \$5,000 Senator Alesi grants for the 2008 MCLS support services increase.
- **CPL Survey to the Community:** The Chili Public Library Survey to the Community will be continuing until September 30. As of September 18, the library has collected 402 completed surveys. The director will review the results as of September 23.

*Mr. Slattery: the number of responses is disappointing. What fraction has been returned electronically? Mr. Baker: approximately one third.*

*Mr. Dunning: is there a question on the survey concerning respondent's willingness to support library expansion? Mr. Baker: yes in general terms but nothing specific on an actual cost.*

- **Tote Bags:** Due to the Friends contribution, the library now has 250 tote bags. On Monday, September 22 the bags were made available for the public to check out, making it easier for them to carry materials out of the library.
- **Evanced Events Module:** Staff are being trained on how to use the Evanced software product. The product will be available to the public to register online for programs October 1, 2008.
- **Barbara M. Ireland Community Room Heating** – The director and Jim Lechner met with David Lindsay to discuss proposals to rectify the lack of heat in the Barbara M. Ireland Community Room.

**New items:**

- **Family Find Day at Davis Park:** On Saturday, September 27<sup>th</sup> from 11:30-3:30 the library took part in the town of Chili's Family Fun Day at Davis Park. The event included entertainment, inflatable rides, pony rides, and games. The Library promoted its services and programs and read stories to children.

**State News:**

- **State Budget** – As a result of further discussions between the State Library and the Budget Division, the initial mid-year 6% budget reduction in State funding mentioned for libraries has been adjusted to a lower figure of \$874,020 statewide. The State Library still anticipates that this mid-year reduction will be applied across-the-board to all library and library system local assistance grants and programs. Soon as the State Library will post the exact amount libraries will be receiving in Library System Grant Aid

**System News:**

- **MCLS budget update** – There is no final information regarding the impact the state aid reduction will have on MCLS. Specifics will be sent out when available. Last year CPL received its Library Services Aid payment in November.

**Committee Reports**

**Long Range Planning**

None.

**Budget**

The budget recommendation for 2009 was presented to Supervisor Dunning, Councilman Slattery, Councilwoman Sperr with Councilwoman Ignatowski and Councilman Schulmerich arriving after the presentation had started.

The CPL budget request was a 4.002% increase to support:

- a merit based pay increase for staff averaging 3.5%
- the full year salary of a Teen librarian – it was communicated that an excellent candidate has been identified with an employment offer to be made later this week.

The great majority of the other expense elements in the budget are either flat or based on externally dictated increases.

The proposal to fund this is a 2.19% increase in the tax levy and application of \$99,455 of previously accumulated surplus.

The line item budget and the accompanying explanation are retained as part of the CPL Board minutes.

Town Council members had numerous questions and observations including:

- general concern that the library budget increases over the last ten years have exceeded the inflation rate
- a question on Rochester Central Library perceived lower personnel costs based on a misreading of the Monroe County Library System budget kit where their personnel costs on are on two lines for Central and the Branches making it appear that it was approximately half of CPL's
- questions on benefit policies as they are applied to part time staff
- questions on funding routes to support expansion of the collection
- acknowledgement that the 2008 expense item to evaluate potential library expansion resides on the Town Council budget
- Council members expressed thanks to Director Baker and the CPL Board for their effort in preparing the budget request.

No additional actions were requested by the Town Council.

**Personnel**

None.

**Grants**

None.

**Old Business**

None.

**New Business**

None.

**Comments from Guests**

Mr. Rettick expressed appreciation for the services provided by the library.

Mr. Schuler adjourned the meeting at 7:40 PM to an executive session to consider personnel issues. No actions were taken by the Board in the executive session.

Next meeting date/time: October 28, 2008 at 6:00 PM CPL Barbara M. Ireland Community Room.