

# Meeting Minutes, Chili Public Library Board of Trustees Meeting-APPROVED February 28, 2012

Board of Trustees: James Myers (President), Steve Grogan, James Lechner (Memorial Fund Treasurer), Judith Kharbas (Vice President), Christina Reece (Secretary), Jill Wynn.

Library Director: Jeff Baker

Town Board Liaison: Michael Slattery

Friends Representative: Diana Romeo

President Myers convened the meeting at 6:00 PM. Mr. Lechner was absent.

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

**Approved** minutes of January 24, 2012 meeting by five in favor, none opposed.

**Approved** abstract (\$19,545.08) by five in favor, none opposed.

## Communications

**Guests/Public:** None present

**Town Board Liaison:** Mike Slattery

Mike thanked Chris Reece for her service to the Library Board and the community.

**Friend's representative:** Diana Romeo

Diana reported that the friends raised \$1901 with the recent book sale. During the sale there was also a drive for "Friends" membership renewal, \$314 was raised and two new members signed (Carol and Marcia).

The Kindle Fire Raffle tickets sales are going well. Only 250 (\$5.00) are being sold. The drawing will be held April 5<sup>th</sup> or sooner if all the tickets are sold before that date.

## Director's Report

### Discussion and Actions as Noted

- **Friends of the CPL Board** – The next meeting of the Friend's Board is Tuesday, March 13 at 6pm. No trustee is currently signed up to attend.
- **CPL Full Staff Meeting** – The next CPL Full Staff meeting is Friday, March 2 at 9am. Judith Kharbas is scheduled to attend.
- **MCLS Orientation** – Jill Wynn is scheduled to attend a MCLS Orientation Friday, March 2<sup>nd</sup>.
- **Outreach** - The director will be showing examples of collaboration with outside organizations such as Legacy at Parklands, Writers & Books and Girl Scout troops. (The Daisy Scout Troup #60030 toured the Library on February 15 and had story time)

- **Junior Friends Recognition** - The Young Adult Library Services Association (YALSA), a national association of librarians, library workers and advocates whose mission is to expand and strengthen library services for teens, aged 12-18 recognized the Chili Public Library Junior Friends as notable and well organized.  
(The Chili group was characterized as small, but very active and organized)
- **CPL Statistics** – Please note the numbers are much lower than usual because the number of programs were reduced and the Children’s Area was closed for a time due to the Children’s Area Renovation Project.

January	2011	2012	% change
Circulation	31,542	25,673	-19%
Library visits	15,568	12,815	-18%
Reference questions	2,467	2319	-6%
Programs	38	26	-32%
Program attendance	894	450	-50%
	Feb 2010- Jan 2011	Feb 2011- Jan 2012	% change
Circulation	386,640	352,392	-9%
Library visits	199,442	180,459	-10%
Reference questions	28,029	26,527	-5%
Programs	512	510	0%
Program attendance	13,618	13,352	-2%

**Old Items:**

- **Children’s Area Renovation Project Update** -The construction part of the Children’s Area Renovation project has been completed. The second furniture/shelving phase is next to take place. Director will give a tour of the renovated Children’s Area.
- **Draft of New CPL Webpage** – The CPL webpage is dated and is in need of revision. Cathy Kyle has been working with the director and Lee Ann Sperling to create a new and improved library webpage. The director will be showing a draft of the webpage asking for feedback from the library trustees.  
(The Director took the trustees on a virtual tour of the new/draft CPL webpage. The library staff is excited about the fresh new look and the feedback by the trustees was also positive.)

**New Items:**

- **Staff Evaluations** – The director has completed the staff evaluations covering 2011.
- **Executive session rules** – The Director will discuss an interpretation of the Open Meeting Law as it relates to a board’s use of executive session.

The Director shared an interpretation by Jeff Eichner, attorney for the City of Rochester of the Open Meeting Law as it relates to a board's use of executive session.

**System News:**

- No news to report

**State news:**

- No news to report

**Meetings and Workshops:**

Management Group Meeting – 1/31/12  
Directors Council Meeting – 2/1/12  
Town Recreation Department Head Meeting – 2/2/12  
Gale Vendor Webinar – 2/3/12  
Adult Book Discussion Group – eReader Training – 3/7/12  
Applied Audio Meeting – 2/8/12  
New CPL Webpage Meeting – 2/8/12  
Town Department Heads Reasonable Suspicion Training – 2/9/12  
Kindle Class – 2/10/12  
Friends of the Chili Public Library Board – 2/14/12  
Management Group Meeting – 2/16/12  
MCLS System Services Operations Committee Meeting – 2/17/12  
New CPL Webpage Meeting – 2/21/12  
Department Heads Meeting – 2/22/12  
Management Group Meeting – 2/23/12  
Kindle Class – 2/24/12  
MCLS Board Meeting – 2/27/12  
Supervisor's State of the Town Address – 2/28/12  
Management Group Meeting – 2/28/12

**Miscellaneous:**

The CPL Board "Standing Committees" are to be reorganized once the new members join the group.

The Trustees Nominating Committee has scheduled interviews for the open seats on the CPL Board and will report back to the board during the March meeting.

If time allows at the March meeting, the Director will lead a "Visioning Session" and the board will ponder several "What If" questions. Possible scenarios include:

What if every MCLS library spent 50% of their materials budget on digital Content?

What if we are providing services patrons no longer want?

President Myers and the other members of the CPL Board again thanked Chris Reece for her dedication to the board and contributions to the community. Chris will be missed by all.

**Next Meeting date/time: March 27, 2012 at 6:00 PM – CPL Barbara Ireland Room.**