

Chili Public Library Board of Trustees Meeting
Approved Minutes for March 24, 2015

Board of Trustees: Jill Wynn (President), Sue Ackerman (Secretary), Lori Ahearn, Judith Kharbas (Vice President), James Lechner (Memorial Fund President), Andrew Lucyszyn, Karen Reifenstein

Library Director: Jeff Baker

Town Liaison: Mary Sperr

Present: Jill Wynn (President), Sue Ackerman, Lori Ahearn (Acting Secretary), Judith Kharbas, Andrew Lucyszyn, Karen Reifenstein

Library Director: Jeff Baker

Town Liaison: Mary Sperr

Absent: none

Excused: James Lechner

Jill Wynn convened the meeting at 6:30.

Approval of agenda: Motion was made by Karen, 2nd by Judith

In favor - 6; Opposed - 0; Abstained 0

Approval of minutes of February 24, 2015: Motion made by Andrew, 2nd by Sue

In favor - 6; Opposed - 0; Abstained 0

Approval of abstract amt. \$11,226.28 : Motion made by Judith, 2nd by Karen

In favor - 6; Opposed - 0; Abstained 0

Communications

- Guests/Public
- Town Board liaison
 - Some of the conservation district laws have been changed to reflect community concerns discussed last month.
 - The Gates-Chili Chamber of Commerce will have an awards luncheon on April 30, 2015. A new Youth Leadership Award will be presented at this time.

Auditor Report: The Auditor's Report approved last month had some minor "typos" which have been corrected. Each board member received the corrected copy.

Director's Report:

General Information:

- **Friends of the CPL Board Meeting** – The next Friend’s Board meeting is Tuesday, April 7, 2015 at 5:30pm. Judith Kharbas is scheduled to attend. The Friend’s next Booksale is on the following dates: March 25th (3pm-8pm Friend’s preview), March 26th (12pm-8pm), March 27th (9am-4pm), March 28th (9am-4pm), March 29th (1pm-4pm bag sale)
- The Friends have purchased red card pouches to give children when they first receive a library card. Pictured is Skylar Nole receiving her first card and card pouch at our check-out desk.



CPL Statistics

Month	February 2015	February 2014	% of change
Circulation	22,991	24,096	-4.59%
Library Visits	11,480	12,815	-10.42%
Reference Questions	1,626	1,945	-16.40%
Programs	65	64	1.56%
Program Attendance	1,111	1,455	-23.64%
Overdrive	1,271	1,141	11.39%
Meeting Room	68	79	-13.92%
Website Visits	5,067	2,518	101.23%
Website Pageviews	8,308	4,612	80.14%
	March 2014 – February 2015	March 2013 - February 2014	% of change
Circulation	310,915	325,578	-4.50%
Library Visits	155,431	158,585	-1.99%
Reference Questions	21,218	23,780	-10.77%
Programs	527	578	-8.82%
Program Attendance	22,002	17,694	24.35%
Overdrive	15,336	11,960	28.23%

Discussion:

- Google Analytics has been working better to track statistics.

- The inclement weather appears to have resulted in a decrease of all in-library activities. Web related activities increased during this period.
- Memorial Fund Spreadsheet: On 3-11-15 the Friends gave a \$2,000 gift for the Pop Up Library to the Chili Library Memorial Fund. It will be used for things such as portable shelving and a carry-cart. By giving the gift to the fund Jeff will be able to write checks directly from the fund instead of requesting each individual purchase amount from the Friends.
 - **Volunteers Appreciation Luncheon** – In celebration of our volunteers, the library staff is having a volunteer appreciation luncheon on Wednesday, April 22nd at 12 noon.
 - **Phase I lighting** – The ceiling lights in the staff area and over the Check-out desk have been replaced as part of the Library’s plan to continually provide correct ambient light for our patrons.
 - **Novelist Plus Demo** – The Chili Public Library is excited to announce a new addition to its online resources - Novelist Plus! Novelist Plus! is a premiere literary database that includes expert recommendations, reviews, articles, lists and more. It allows you to find other authors and/or titles similar to those you enjoy. NoveList Plus! contains materials for all ages including picture books, children's "chapter" books, young adult titles and books for adult readers. NoveList Plus! is accessed through our website www.chililibrary.org. Click on the Adult tab and Online Databases. After adjournment the Director provided a short demo of the database to the Library Board.
 - **Ancestry Demo** – The Library subscription to Ancestry Library Edition is eight months now and it is proving to be a popular database. The Director provided a short demo of the database to the Library Board after adjournment.
 - **RRLC's Annual Library of the Year Contest** – The annual contest runs April 5-18, 2015. In recognition of National Library Week, April 12-18, 2015, the Rochester Regional Library Council will name three libraries - one public, one school and one academic/special -- as “RRLC Library of the Year 2015”. Nominations must come from library users. Voting begins on April 5th and the library will have a link to the contest on our website.
 - **Eight Annual CPL Teen Photo Contest** – Submissions for the CPL 8th annual teen photo contest will be accepted between February 1, 2015 and April 1, 2015. Photos will be displayed at the library, as well as on the website, for Viewers’ Choice competition April 6-30. There will be an awards reception May 2, 2015 at 10 am. The purpose of this program is to get the teens of Monroe County and especially those in Chili more involved in their community and library.
 - **Information Session on MCLS 2015-16 Service Priorities & Plan of Service** – The MCLS Director Patty Uttaro held an information session on the MCLS 2015-16 service priorities & plan of service at the Chili Public Library on March 18th. MCLS staff and trustees were invited to attend.

New Items:

· **Approval of 2014 Chili Public Library State Annual Report** - Annually, the Chili Public Library must submit a State Annual Report to the Division of Library Development. The assurance that this “Annual Report” was reviewed and approved by the System Board is required. A summary of the report document was distributed at the March Library Board meeting and a copy of the full report will be available for review.

Action Requested: Approve the 2014 Chili Public Library State Annual Report.

Discussion: The full report is over 30 pages long. All libraries in the system submit an annual report to the State. The majority of the State aid goes to the Monroe County Library System in order to support shared costs such as delivery, internet access, interlibrary loan and system-wide data bases. CPL share of Library Services Aid from the State this year should be about \$7,500.

A motion was made to approve the 2014 Chili Public Library State Annual Report. Motion made by Sue, 2nd by Andrew

In favor - 6; Opposed - 0; Abstained - 0.

System News:

- None to report

State news:

- The Senate and Assembly released their one-house budget resolutions. These documents serve to stake out each house's position in their budget negotiations with the Governor. The Governor submitted his Executive Budget in late January, and it called for \$86.6M in library funding, or flat funding from last year. Thanks to dedicated advocacy, both the Senate and Assembly have proposed increased funding for library aid.

The Senate's one-house budget resolution includes an additional \$5M in library aid, as well as \$14M in capital funding, a \$1.3M MTA tax reimbursement, and a permanent MTA tax exemption. The proposed \$5M increase in library funding is reflective of the Governor's top-level proposed education aid increase of 4.8%. The Assembly's one-house budget resolution includes an additional \$2M in library aid, as well as \$14M in capital funding, a \$1.3M MTA tax reimbursement, and a permanent MTA tax exemption. There is an advocacy link on the NYLA website to send letters to your legislators in support of increase aid to libraries.

Meetings and Workshops and Outreach:

Gates Chili Chamber of Commerce Golf Tournament Meeting – 3/3/15
Directors’ Council Meeting – 3/4/15
CPL Website Meeting
CPL Full Staff Meeting – 3/6/15
CPL Friends Board Meeting – 3/10/15

Committees:

- Committee sign up: Postponed until Jim is available.

Old Business:

- Eric, a local photographer, has hung his work for our first library art display. CPL plans to showcase area artists for our patrons' enjoyment.

New Business:

- Jeff alerted us to a situation involving a Monroe County System patron. The individual has been banned from some libraries due to difficulty adhering to the code of conduct, particularly in the use of reference desk phone calls. The individual has been rude to staff and escalates to inappropriate language and disrespect. Calls can monopolize the reference desk phone. CPL has become a focus of this individual. Jeff has asked the reference desk to keep track of the calls and will record conversations if the calls continue and determine if there is non-compliance with the CPL code of conduct. At this point the calls are manageable. Jill asked if the staff had been trained to respond to this type of call. Jeff said staff has training in dealing with the many different personalities and behaviors at the library. Jeff is considering having a mental health professional discuss ways of interacting with various individuals, including those with mental health issues, at the next staff retreat.
- Trustee Orientation to be held April 7, 2015 in the Pittsford Library @7pm.

Adjourned: 7:05

Next meeting date/time: April 28, 2015 @ Chili Public Library Barbara Ireland Community Room. 6:30pm.

