

Meeting Minutes, Chili Public Library Board of Trustees Meeting
APPROVED March 26, 2013

Board of Trustees: Jill Wynn (President), Susan Ackerman, Lori Ahearn, Judith Kharbas, James Lechner, Barbara Sickles, Andrew Lucyszyn
Library Director: Jeff Baker
Town Liaison: Michael Slattery

Present: Jill Wynn (President), Judith Kharbas (Vice President), Susan Ackerman (secretary), Lorraine Ahearn, Andrew Lucyszyn
Library Director: Jeff Baker
Town Board Liaison: Michael Slattery

Absent: none

Excused: James Lechner (Memorial Fund Treasurer), Barbara Sickles

President Jill Wynn convened the meeting at 6:01pm

Approval of agenda: Motion made by Judith, 2nd by Susan.
In favor- 5; opposed- 0; abstained- 0

Approval of minutes of February 26, 2013: Motion made by Lori 2nd by Judith
In favor- 5; opposed- 0; abstained- 0

Approval of abstract amt \$ 14,742: Motion made by Lori, 2nd by Judith
In favor- 5; opposed- 0; abstained- 0

Communications

- Guests/Public: none

- Town Board liaison: Mike furnished a copy of the NYS dept of audit and control policy regarding filling of library board of trustees vacancies where members have resigned before the end of their term. At the February 2013 library board meeting there was a discussion about if the town board must approve this type of vacancy; it does not. As a courtesy, the library board should notify the town board. Jeff added that when a library board member's term expires and a new member is appointed, the town board makes this formal appointment.

- Friends representative--- A representative will attend the April, August and December board meetings.

Director's Report

- **Friends of the CPL Board** – The next Friends Board meeting is April 9, 2013. Judith Kharbas to attend.

- **CPL Statistics -**

February	2013	2012	% change
Circulation	27,056	25,029	8%
Library visits	13,858	15,283	-4%
Reference questions	1,909	2,348	-19%
Programs	48	51	-6%
Program attendance	1,029	879	17%
	Mar 2012 - Feb 2013	Mar 2011 - Feb 2012	
Circulation	331,668	347,640	-5%
Library visits	165,419	180,032	-8%
Reference questions	24,676	26,820	-8%
Programs	526	525	0%
Program attendance	14,092	13,336	6%

Old News:

- **Relamping Project** - The 2013 relamping project has been completed.
- **2012 Audit completed** – Bonn, Dioguardi & Ray, LLP has completed the 2012 audit. In April a pre-read of the audit will be sent to the library board in preparation for the auditor’s report at the April library board meeting.

New Items:

- **Endorse Draft MCLS Policy – Collection Development for OverDrive** – The member libraries jointly contribute eBook content to OverDrive. As such it is necessary to have a systemwide collection development policy on OverDrive. To that end the Director’s Council created a team to write the policy which they have endorsed. Once the member library boards endorse the MCLS Policy, it will go before the MCLS Library Board for approval.

Board Action Requested: Endorse the Draft MCLS Policy – Collection Development for OverDrive as written.

A motion was made to endorse the Draft MCLS Policy – Collection Development for OverDrive as written.

Motion made by Lori, 2nd by Andrew.

In favor- 5; opposed- 0; abstained- 0

- **Approval of 2013 NYS Library Assistants’ Association Conference Attendees** – This year the New York Library Assistants’ Association Conference ‘Hiking into the Future’ is June 12-14,2013 and will be held at Lake Placid, NY. The Director’s request is to send Patty Bruno, Jill Sutter, Deb Amesbury and Vangie Morrow to the Conference. The total cost is \$1,028 which includes the cost for registration, mileage, lodging and meals.

Board Action Requested: Approve sending Patty Bruno, Jill Sutter, Deb Amesbury and Vangie Morrow to the NYLAA Conference.

A motion was made to approve sending four library assistants to the NYLAA Conference. Motion made by Judith, 2nd by Susan.
In favor- 5; opposed- 0; abstained- 0

- Approval of the 2013 State Summer Reading Grant – The Monroe County Library System has received State funding for the Summer Reading Program and has allotted the Chili Public Library \$300 of the grant per approval of the Library Board. This will be used for a visiting artist. Next year will be a “family literacy grant”.

Board Action Requested: Approve the \$300 State Summer Reading grant for 2013 allotted to the Chili Public Library.

A motion was made to approve the \$300 State Summer Reading grant for 2013 allotted to the Chili Public Library.

Motion made by Lori, 2nd by Judith.
In favor- 5; opposed- 0; abstained- 0

- **Review 2012 Statistics** – The director will review compiled year end statistics for 2012.
- **New Lighting in the Children’s Area and over the Adult Reference Desk-** Staff realized due to the reconfiguration of the Children’s Area Renovation Project the area over the picture books and the area above the adult reference desk required additional lighting. Five ceiling lighting units have been installed in those two areas greatly improving the lighting there.

System News:

- **Imagine. Create. Innovate Conference** – The third *Imagine. Create. Innovate* technology conference is scheduled for April 8 and 9 at the Central Library. This conference features nationally recognized experts and local leaders in the library field whose cutting-edge work is innovating library services. Our experts will share information on topics like makerspaces, social media tools, library-developed eBook lending platforms and integrated library systems, publishing in the library and much more. There is no cost to attend and you may register for the entire conference or for a portion of it. This conference will be predominantly paperless, so bring a device or a notebook for note taking. The conference schedule is shown below:

Monday April 8

8:30am – 9:00am Conference Registration and Continental Breakfast

9:00am – 10:45am Jamie LaRue, eBooks in Douglas County Libraries (Colorado)

11:00am – 12:45pm Tom Galante, daVinci integrated library system, Queens Public Library

12:45pm - 2:00pm Lunch on your own
2:00pm - 4:15pm Breakout sessions with Cyril Oberlander (library publishing), TLC Labs, Jamie LaRue further eBook discussion), and Michelle Finn (Rochester Voices digitization project)

Tuesday April 9

8:30am - 9:00am Conference Registration and Continental Breakfast
9:00am - 11:15am Connie Crosby, using social media tools to stay relevant, Crosby Group Consulting
11:15am - 1:00pm Lunch on your own
1:00pm - 2:45pm Jim Loter, Seattle Public Library - Readers First Initiative
3:00pm - 4:00pm Breakout sessions with Rob Roll (Rochester MakerSpace), Kourtney Blackburn (NY Heritage and RRLC Newspapers), and Jim Loter (further ReadersFirst discussion)

Registration is necessary and can be done through the RRLC website (www.rrlc.org). Click on ***RRLC Events Calendar*** and navigate to April, then click on the conference name in the calendar to get the registration page. This conference is funded primarily by the Friends & Foundation of the RPL, and by RRLC and MCLS; it has been planned by the MCLS Emerging Technology Committee.

State news:

- From the New York Library Association - Thanks to the efforts of the over 1000 advocates who traveled to Albany for Library Advocacy Day on Tuesday, March 5, the NYS Senate has included a proposed restoration of \$4 million in Library Aid for the F.Y. 2013-14 NYS Budget. Alas the NYS Assembly did not follow suit, and have only included the funding levels equal to what the Governor proposed in his Executive Budget (flat funding from F.Y. 2012-13). As the Senate and Assembly negotiate to craft a consensus budget between their two independent bills, your outreach is extremely important to ensuring that the Senate-proposed \$4 million restoration in Library Aid is included in the final NYS Budget.

Meetings and Workshops:

CPL Full Staff Meeting - 3/1/13
Directors' Council Meeting - 3/6/13
MCLS Contract Committee Meeting - 3/6/13
PinPoint Meeting - 3/7/13
Chili Art Group Meeting - 3/8/13
MCLS Policies Review Meeting - 3/12/13
Town Library Directors Meeting - 3/14/13
MGM Meeting - 3/14/13
MCLS Special Services Operations Committee - 3/14/13
MCLS Board Meeting - 3/18/13
MCLS Contract Committee Meeting - 3/20/13
MGM Meeting - 3/21/13

- Budget information: The year to date January – December 2012 information was provided; the auditor will speak to the board at the April meeting.
 - Revenue from fines was less than predicted; possible due to reduction in circulation, increased use of e-books

Committees: none

Old Business: none

New Business: none

Adjourn: 7:02pm Motion made by Andrew; 2nd: Susan

Next meeting date/time: April 23, 2013 @ Chili Public Library Barbara Ireland Community Room. 6pm.