

Regular Meeting of the Town of Mendon Library Board of Trustees
Tuesday, August 30, 2011 (September meeting)

Approved

Board Members present: *Margaret Bailey, Risa Bennett, Molly Brazak, Denise Dickinson, Bruce Peckham, Mark Rowe, Larry Young*

Board Members excused: *Heather Huntington, Heather Greene, Stephanie Tolan*

Others: *Laurie Guenther (Library Director), Lydia Archer (Recording Secretary), Shari Stottler (Town Liaison)*

The meeting was called to order at 7:30 pm by Larry Young.

Public Comment: none

Town Report & Construction Report: (*Shari Stottler*) At the last Town Board meeting, the Superintendent said he would review the MOU with Town Board members individually.

Friends Report: (*Larry Young*) The Friends are looking for volunteers for the Mendon Station Fest on September 10-11, the Rotary Car Show on September 11, and a call night on September 22. About 60 people were called at the last call night, of whom 10-12 wanted further information. The Book Sale will be held over 2 weekends – the last weekend in October and the first weekend in November. They will want help with this as well. Larry Young had suggested we have a joint meeting with the Friends. The Capital Campaign Committee is planning a fund-raising event. They would like Board of Trustee members to be involved. Molly Brazak and Risa Bennett offered to join this committee.

Approval of Minutes: The Minutes of the August 02, 2011 meeting were APPROVED.

President's Report: (*Larry Young*) Members of the Board of Trustees recently met with Bill Lane, of the Historical Society. The Historical Society would like to put some of their relics in this building for display. Molly Brazak is willing to work with another Board member to coordinate appropriate displays. Bruce Peckham suggested that, they could have a changing exhibit. Bruce is willing to work with them to come up with a proposal. He would also like a feel for the costs involved.

Larry Young filed a form for a non-profit tax return with the IRS. It had to be a long form due to the size of the construction grant income.

Blog post for Mendon Public Library – any of the BOT can contribute material to Lisa Hochgraf if interested.

Letters from John Moffitt have reported that the Town Board did receive the block grant for the driveway, approximately \$25K. Another letter from John said we will get one of the 3 copies of manuals for the new building. (Shari Stottler reminded us that we should get a copy of the final drawings as well.)

Laurie Guenther reported the recent incident of clogging of the toilet in which sewage backed up and into the library. Commercial contractors were hired to clean up. At fault were cigarettes, paper towels and plastic. New signage has been posted in and around the bathrooms, and clerks have been encouraged to be observant of patrons, and to do more roaming and offering to help patrons.

Treasurer's Report: (*Bruce Peckham*) It was MOVED, SECONDED and CARRIED that vouchers 11-09-153 to 11-09-175, be approved, for a total of \$6,524.28. Account balances: as of July 31, checking balance is \$5,923.59, and the savings account balance is \$2641.20.

Resolution: On this 30th day of August 2011, the Mendon Public Library Board of Trustees resolves to transfer the final Payment of \$50, 431 from the 2009 New York State Library Construction Grant to the Town of Mendon to be applied to the payment of the Library Capital Project. Resolution was MADE, SECONDED, and CARRIED.

The MOTION to deposit to the M&T checking account an additional contribution to the Benefit, of \$170, was MADE, SECONDED and CARRIED.

Corresponding Secretary's Report: (*Denise Dickinson*) A thank you will be sent to the face painter for her free service at the recent benefit. Denise will send a thank you to Deric West for his role in the Public Capital Campaign.

Director's Report: (*Laurie Guenther*) The Director's report was passed out by Laurie. Of note was that approximately 500 kids signed up for the Summer Reading Program, circulation is greatly increased, upcoming personnel changes, and the new lawn mowing service. The \$1.3 M Bond is likely to cost tax payers less than expected, as the repayment is likely to be .08 or .09 cents per thousand rather than .10 cents per thousand as estimated.

Old Business:

Budget Review: Larry reported that there are 4 costs beyond our control – cost shares, state retirement, medical/dental insurance, and mandatory sprinkler testing twice per year. Also even our discretionary costs are rising and the State has limited tax increases to 2%. New maintenance costs should be added to our Budget without penalty (as they are now paid by us rather than the Town of Mendon). Snowplowing will be done by Town, and charged back to us, and is expected to cost \$3K. We need to know when the Town will be involved in the maintenance. One creative solution could be to split a maintenance person between library and town. There can be no salary increase per town directive. The Board of Trustees will ask the Friends to cover programming as a one-time fix for the 2012 proposed budget.

Larry Young believes discussions of cuts will ensue. The group discussed low fund balance, with no room for unforeseen expenses. Increased maintenance costs, previously paid by the town, will also factor into the proposed budget. Mandatory cost increases, over which we have no control, are a significant portion of the increases. This budget has no additional funding for the new library. Our entire budget is the cost of one work truck. . . . We should go in to the Town with the best Budget we can, and be able to defend it.

Larry Young does not know what will happen if the library needs to go over budget because of an emergency. We could have a contingency fund, for emergencies. The Town Board has a contingency fund – it would make sense for departments to also have such a fund. Margaret Bailey asked if the bathroom incident cleanup will be paid for out of the Town's contingency fund.

MOTION was MADE, SECONDED, and CARRIED that the preliminary budget request of \$298, 527 be submitted to the Mendon Town Board.

MOTION was MADE, SECONDED and CARRIED to approve the deposit of \$170, representing the final revenue from the Library Benefit.

New Business:

Credit Card Processing- table until next month (this would be a process by which patrons could pay their fines with credit cards at Mendon Library – “Square Up.”)

Our next regular meeting is Tuesday, October 4, 2011.

Public Comment: none.

Adjournment of meeting at 8:54 pm.

Respectfully submitted by Lydia E. Archer