

Mendon Public Library Board of Trustees Meeting

Mendon Public Library

March 7th, 2016

7:00 p.m.

Approved

Present: Molly Brazak, Melissa Jacobs, Bruce Peckham, Larry Young

Others present: Cynthia Carroll (Town Board), Laurie Guenther (Director), Lisa Reniff (Recording Secretary), Bill Lane (Historical Society), Dan Bassette.

Excused: Becky Stames

Call to Order: Meeting was called to order at 7:08 p.m. by Bruce Peckham

Historical Society: (Bill Lane)

The Historical Society would like to display some items in the library. It was felt that the additions would add to the sense of history that the architects were attempting to create with the structure. Initially the design architects indicated the balcony would support a large item such as a sleigh. An offer was made for the board to view the items stored by the Historical Society. Concerns were raised by Bruce that there would be issues such as refurbishment of the item to be appropriate for display and continual cleaning after placement. There would also need to be town approval for any changes to the structure of the building or possible increased liability.

No public comment.

Town Report: (Cynthia Carroll)

The Town and Village Historians, Diane Ham and Lynne Menz are writing a new book on the Civil War soldiers of Mendon. There have been new appointments made to the Town Board Committees. The Highway Department is in the process of looking at building a salt storage barn and the Community Center has been painted. Mike Roberts and Cynthia attended a small towns conference.

Approval of Minutes:

It was MOVED, SECONDED, and CARRIED to approve the Mendon Public Library Board of Trustees February 1, 2016 minutes as amended.

Treasurer's Report: (Bruce Peckham)

It was MOVED, SECONDED, and CARRIED to approve expense vouchers 2016-03-16 through 2016-03-28 in the aggregate amount of \$4,554.87.

It was MOVED, SECONDED, and CARRIED to approve acceptance of check #1083 in the amount of \$460.00 from *Honeoye Falls Mendon Rotary Foundation* as a restricted gift. The gift is for the purchase of 2 memorial book collections: one for Father Larry Gross and one for Dan Williams.

It was MOVED, SECONDED, and CARRIED to retroactively approve check #313 in the amount of \$153.20 payable to *Town of Mendon* dated February 10, 2016. This check was to correct a deposit of the same amount made in the Board of Trustees M&T account on 1/28/2016 which should have been deposited to the Town of Mendon M&T account coincident with that week's deposit. The check was signed by Bruce Peckham, President. Appropriate paperwork was delivered to the Town of Mendon.

It was MOVED, SECONDED, and CARRIED to approve check #314, in the amount of \$192.84 to *Frontier* for the “Broadband Extreme Plus Static Loop and Port” due on March 11, 2016, to be taken from the May K. Houck Grant account.

It was MOVED, SECONDED, and CARRIED to approve check #315 in the amount of \$354.33 to *Brodart* for memorial book collections (Fr. Gross and Dan Williams), per agreement with from *Honeoye Falls Mendon Rotary Foundation*. This amount will be taken from the HFM Rotary fund.

Bruce Peckham reviewed the Board of Trustee’s accounts for the 12/15 – 2/16 statements held the following balances:

Account Balances	Date Ending	Balance
Mendon Public Library – M & T Checking Account	12/31/15	\$32,159.49
	1/31/16	\$26,641.69
	2/29/16	\$26,489.17
Eunice Dehmler Frank Fund – M & T Savings Account	12/31/15	\$2,654.38
	1/31/16	\$2,654.61
	2/28/16	\$2,654.82

Corresponding Secretary Report: (Molly Brazak) Nothing to report.

Director’s Report: (Laurie Guenther)

The director’s report was distributed with the following highlights:

- The Rochester Public Library Board is eliminating all over due fines for J and YA materials owned by the RPL on a one-year trial to help address poverty issue in the city. It was determined that fines from J and YS were often not collectable and hindered access to students.
- RPL had also lowered their hold fees to \$0.25 per item beginning July 1st.
- RPL is also drafting an early childhood library card to give from birth. This is optional to member libraries.
- Changes are accruing in e-rate. MCLS will now be applying for E-rate for the whole system and will be for the reimbursement of internet wireless instead of voice service. This will increase the MPL telephone expenditure this year above the budgeted amount. E-rate will reimburse the cost of the data line that is currently being paid for from the May K. Houck Grant by approximately 90% beginning in July 2016. The county legal service will be helping to handle any contract issues with Frontier.
- The Library was verbally awarded \$1,500 from M & T Charitable Foundation for the 2016 Summer Reading Program.
- Kim Arnold was hired as a library clerk.

It was MOVED, SECONDED, and CARRIED to hire Kim Arnold as Library Clerk.

OLD BUSINESS

NYS Construction Funds: (Laurie Guenther)

A review of the SAM Grant process and requirements was presented. The motion approved by the Library Board on August 26, 2015, was revised to accommodate additional information on fundable projects. The new revised motion will accurately reflect fundable projects within the scope of the grant.

It was MOVED SECONDED and CARRIED TO revise the project statement approved at the August 26, 2015: "To accept the 50K SAM capital grant sponsored by Senator Funke's Office to be used for, but not limited to, construction of the children's area space, including wall removal, rewiring area to accommodate removal of wall, installation of signature glass panels, painting, carpeting, drywall, ceiling installation, insulation, signage and furniture for the new children's area. If funding allows we will also provide safety and security enhancements to restrooms and utility areas, by installing a utility sink, air hand dryers in restrooms, a storage closet, and installation of insulation and ceiling to make the utility area of the building energy efficient. If funding allows we will install a children's outdoor learning center to be used for programming and acoustical tiles in study rooms."

NEW BUSINESS

Library Policy Review:

It was MOVED, SECONDED and CARRIED to approve the Mendon Public Library Video Conferencing Policy as written.

BOT Treasurer:

It was MOVED, SECONDED and CARRIED to approve Molly Brazak as Treasurer to the Board of Trustees, beginning immediately.

990 Tax Return:

The 990 tax form was discussed briefly, Bruce mentioned it might be worth it to have a firm fill out the form for us.

No public comment: None

Adjourned at 9:27pm