

Regular Meeting of the Town of Mendon Library Board of Trustees
Tuesday, July 12, 2011

Approved

Board Members present: *Margaret Bailey, Molly Brazak, Denise Dickinson, Heather Huntington, Bruce Peckham, Stephanie Tolan, Larry Young*

Board Members excused: *Risa Bennett, Heather Greene, Mark Rowe*

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

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

Public Comment: none

Town Report & Construction Report: *(Shari Stottler)* The grand opening ribbon-cutting ceremony on Wednesday, July 20, will be held at 7 pm. 100-200 people are expected. Maggie Brooks, Sean Hanna are among the speakers. Molly Brazak will speak for the Library Board, as Larry will be out of town. Dessert food and drinks will be provided. Ceremonies will be held outside, but food may be inside. (This event is paid out of the Town budget.)

Friends Report: *(Shari Stottler)* Laurie Guenther reported that the Capital Campaign is having a calling night at the U of R calling area. They asked her to invite Board of Trustee members to join them on a couple of calling nights, so they can be joint ventures. More people can be called at one time if Library Trustees are willing to help. The next couple of dates are Thursday, August 18, and Wednesday, September 14. If interested, meet at the library at 5:30 to carpool to University of Rochester. Bruce Peckham commented on discussion of the payment of the bonds at last town board meeting. Laurie Guenther also informed us that Betsy Taylor has offered to do an artist's rendering of the new hallway on the wall going into the new building. The Library Board thinks it is a good idea. Emily Wiegand may be helping her.

Approval of Minutes: The Minutes of the June 21, 2011 meeting were APPROVED.

President's Report: *(Larry Young)* Larry has received a few recent phone calls of complaints about the driveway, design of building, and the increase of hold fees and fines. (which are in line with MCLS increases). Bruce Peckham responded that the comments received here at the library have been mostly very positive. Laurie Guenther has received the same report from the library staff. The project is nearing the end, and the Friends are doing a great job on the Capital Campaign.

Treasurer's Report: *(Bruce Peckham)* It was MOVED, SECONDED and CARRIED that vouchers 11-07B-128 to 11-07B-138, be approved, for a total of \$2,541.27. This puts us close to over the year's budget for office supplies, but we desperately needed staff office chairs, and the re-stocking of basic supplies in the new building. Bruce paid for Summer Reading Program drawstring backpacks from the regular checking account, check 221, \$564.17 (M&T grant money). It was MOVED, SECONDED and CARRIED to authorize reimbursement to the Guenthers of the residual charge of \$21.23 for the cost of the storage facility (ck 225); and to authorize checks 222 and 224 (223 voided), for a total of \$89.95, to buy prizes for the Summer Reading Program. Account

balances as of June 30, 2011: checking account, \$6598.94, Dehmler account, \$2640.53, with interest of .33.

All the receipts for the grant paperwork for grant are now in. Laurie Guenther will assemble the paperwork and get it into the mail this week, after Bruce Peckham and Larry Young check it over.

Corresponding Secretary's Report: (*Denice Dickinson*) Jeff Joseph donated funding, Quicnet donated equipment and time (Dan Marcellus). We'll write thank yous at our next meeting.

Director's Report: (*Laurie Guenther*) Laurie took last week off. On our opening day, June 27, we circulated 1572 items! (Compare to the usual 7000-8000 per month.) Yesterday, 76 patrons used computer terminals. We are very busy. Laurie's report includes a list of needed items, which are all very high priority. Larry Young: we need to prioritize list. Laurie Guenther - most needs are so high it is hard to prioritize. Denise would like to get signage to inform people that pedestrian-friendly access is available by taking the sidewalk from Monroe St. (Especially while the driveway is not finished.) As an option to purchasing additional signage, Denise will write an article for the Sentinel.

Another concern: power for the outside lighting at the service door is supplied by 15 Monroe St - Town Board needs to consider that before they cut the power to the old building (Shari Stottler will bring it up with them). Also, we need lighting for the pedestrian walk next to the old building.

Most needed on Laurie's list are receipt printers, which should be included in the amount budgeted already. Bruce Peckham reported that the Town Board asked if there are items we need for new building - he had said we need curbs, so cars don't end up in the rain gardens. The Town may already have some that they could install for us.

Another question, from Larry Young: where would we come up with funds for a matching NYS construction grant? (as suggested in the Director's report). Laurie Guenther replied, when we make money on the fundraiser, and Friends have made a donation for furniture to use with the NYS construction grant. But we need our funds together by August. In answer to a question, the historic bricks will go in a reading garden.

Committee Reports: Celebration Committee: Molly Brazak - July 29 event - To get more attendees, we could call and invite past Library Board members, and we could sell tickets at the ribbon-cutting. Suggestion was made that we put an ad in the Sentinel. Also Paula already did a press release.

Old Business: discussion of Memorandum of Understanding (MOU). The Library Board's job is not to interfere with routine issues; this is why we have hired a director to take care of such things. Amendments were discussed. Larry Young will send the MOU to the Town of Mendon with changes.

New Business: Laurie pitched a strong case for purchasing a book bin for the circulation desk. It

needs to be spring-loaded for reducing damage to materials and saving the backs of clerks. In answer to a question, Laurie said she has checked for the availability of used ones. We have already reduced the materials purchasing, having had no time for ordering this month. The MOTION was MADE, SECONDED, and APPROVED that the Library purchase a book drop bin for the circulation desk at a cost not to exceed \$500.00; this cost is to be offset by a corresponding reduction in other 2011 budget expense categories.

Denice Dickinson: Concern was expressed regarding the local history microfilms being out in the open: let all be reassured that we have copies of every film kept in an appropriate storage compartment at Biels.

Public Comment: none.

Adjournment of meeting at 9:17 pm.

Respectfully submitted by Lydia E. Archer