

Regular Meeting of the Town of Mendon Library Board of Trustees
Tuesday, April 3, 2012

Approved

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

Board Members excused: *all present*

Others: *Laurie Guenther (Library Director), Lydia Archer (Recording Secretary), Moe Bickweat (Town Liaison), Muffy Meizenzahl (new Town Board member), Stephanie Livingston-Heywood (Friends of the MPL)*

The meeting was called to order at 7: 20 pm by Larry Young.

Public Comment: none

Town Report: (*Moe Bickweat*) There is nothing to report about the roof of 15 Monroe Street, as yet. The Town Board is exploring three options for the roof.

Friend's Report: (*Stephanie Livingston-Heywood*) Stephanie attended a Town Board meeting and encouraged them to support fixing the roof at 15 Monroe Street. The building is important to book sales, Phase 2 of the New Library, and the general upkeep of town-owned properties. Stephanie suggested to Town Supervisor John Moffitt that the Town Board and Mendon Library advocates work together on a project, to enhance their cooperative spirit. Also, Stephanie found out from a tax person that, due to the ongoing nature of the Friends' in-house book sales, we will now have to pay sales tax on book sales. (This has been true for Rush and other libraries that run in-house sales.) She is investigating whether the New York Friends of Libraries organization might be willing to lobby in Albany to get a sales tax exemption for libraries. There is book-sorting for the June sale on M-F, 10-12 am, in the old building. She is looking for a co-chair for the book sale. The Friends have bought a new cash register for the sale of materials and collection of sales tax. This is the expected payment schedule of the BAN on the library: \$100,000 paid on 5/12; \$50,000 paid on 8/12; \$103,000 will need to be paid on 8/13.

Capital Campaign: (*Melissa Jacobs*) - Heartbeats for Mendon will happen again in 2013, and Gary Lewis has expressed interest in performing again. The next meeting of the Heartbeats committee will be on April 27 in the library, all are welcome to attend.

Approval of Minutes: The Minutes of the March 5, 2012 meeting were APPROVED as amended.

President's Report: (*Larry Young*) A busy month: Larry met with the Capital Campaign Committee; he also attended the site visit at 15 Monroe Street to look at the roof. He also suggests that all BOT members take a walk through the old building, observe the water damage, and consider whether anything should even be kept in there unless more is done to help its condition: mold, mildew, etc. Melissa Jacobs was on the roof - she described how some places are buckled and gathering water, looking for any open spot to drip into the old library. It is no longer a library building, so we have no jurisdiction, but the condition will get worse if it is not soon cared for. The roof on the historic part of the building is satisfactory. Larry shared a flyer for a benefit for NYS Libraries group. Larry and Laurie have been working on a recommendation for the value of the contents of Mendon Library, for insurance purposes.

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Treasurer's Report: (*Bruce Peckham*) The MOTION was MADE, SECONDED, and CARRIED, to approve vouchers 12-04-047 to 12-04-060 in the amount of \$5,986.59. Account balances were not yet received from M&T Bank for the period that ended 3/31/12. Bruce is donating his stipend for Civil War discussion to the library. A MOTION to accept and deposit \$300 check (# 319) from Bruce Peckham, made out to Mendon Public Library, as a donation, was MADE, SECONDED, and CARRIED. Bruce Peckham abstained.

Corresponding Secretary's Report: (*Denise Dickinson*) Denise will send a note to Heather Huntington's family that the Cape Cod books purchased in her name are now available in the library. The brochure on the books is done, and copies were distributed.

Director's Report: (*Laurie Guenther*) Of interest: we participated in the Cougar Creations festival last week, with a display table stocked with posters, flyers, and brick information. Melissa Jacobs reported that several book bags and a few books from the Friends' in-house bookstore were sold, and there was great interest in the bricks. NYS is adopting new curriculum standards which will impact both school and public libraries in collection development. The new standards will focus on non-fiction, primary sources of information for the students. She noted that libraries across the county have been seeing decreases in circulation but only we and Gates had increases. The HF-L Rotary Interact Club is donating a gaming library for us. It is time to renew Friends memberships. If you renew by May 15 you will receive a coupon for a free book at the booksale. The middle school teachers provided funding for the Heather Huntington memorial Cape Cod books. The next Capital Campaign Committee meeting is April 10 at 10:30 am. "Play for Peter" - a fundraiser for Peter Cannon - would like to use our parking lot for their event - Laurie Guenther told them that they can use it as a public parking lot, but not roped off for private use (as we are open at that time). This is in accordance with our parking lot policy.

Laurie and Ken Guenther went to visit the Fayetteville Library (which has been voted the best in the state for two consecutive years). It intrigues Laurie, because of its similarities to Mendon: they serve 10K people, income levels similar, do technology innovations; their building is a renovated warehouse, which opened in 2003. They are in the process of raising funds for their FabLab (creative learning center). Of note is that they have 6 full-time as well as part-time employees, affecting their ability to do programming and provide services for their patrons. Larry Young would like to see us unseat them as best library in state! The question was raised, how did they get on the track of their current financing? Larry Young suggested we get a more formal meeting with them to learn about how they brought it about. Perhaps they received funding from Stickley Furniture?

Committee Reports: Committee assignment list was finalized. It was noted some tasks were outdated; each Committee will update their own tasks and review with the BOT.

Old Business:

MOTION was MADE, SECONDED and CARRIED, to accept NY State Annual Report on Library.

Personnel Committee Report: The library's policies have been brought up to be in line with Town, with 2 exceptions: Holiday schedule, because the library is open many of the holidays the Town observes, and policies applicable to the Library Assistant position. MOTION that we approve the updated MPL Personnel Policies was MADE, SECONDED, and APPROVED.

Values of contents of the Library for insurance purposes: There will be a \$1.80 per \$1000 cost for additional insurance coverage. This will be taken out of the library operating budget. Discussion on: do we do 100% replacement? We now pay \$5000 yearly for insurance; this would add another \$2000. Our book collection value is almost \$1M (\$965,392 by Laurie Guenther's calculation), and we can assume 10% of collection is checked out. The assessment of value included approximately \$30,000 in furniture & book stacks, \$24,000 in computer & technology. Bruce Peckham suggested that we take this into account for next year's budget. Laurie Guenther said it should be reviewed yearly. In conclusion, the BOT recommends 100% replacement. Larry Young will communicate this to the Town of Mendon.

15 Monroe Street Roof: Tom Voorhees is getting the numbers for the three roof repair options, then it will come back to the Town Board. Bruce Peckham complimented the email letter from Larry Young to John Moffitt. Larry Young said he will circulate it, and get feedback from BOT. Once feedback has been received, he will forward a official recommendation from the Library Board to the Town Board. It was generally felt around the table that a satisfactory repair should be made, to keep the value of Town owned properties.

New Business: Laurie said that HF- Mendon Rotary Club will make a check presentation to the Library at 6:30 pm on the 18th, and everyone is welcome to come.

Larry Young said that the Technology Committee should meet to discuss proposed technology enhancements. Members of the Budget Committee, Bruce Peckham and Larry Young will be working filing the 990 Federal form. This is for organizations with non-profit status. The technology committee will meet on April 19th at 7 p.m. in the library.

Note was made that the Summer Reading Program will kick off on June 21st, with events including a half-price book sale.

Our next regular meeting is Tuesday, May 1, 2012.

Public Comment: none.

Adjournment of meeting at 8:28 pm.

Respectfully submitted by Lydia E. Archer