

Regular Meeting of the Town of Mendon Library Board of Trustees
Tuesday, July 10, 2012

Approved

Board Members present: *Margaret Bailey, Denise Dickinson, Melissa Jacobs, Bruce Peckham, Stephanie Tolan, Larry Young*

Board Members excused: *Risa Bennett, Molly Brazak, Mark Rowe*

Others: *Lydia Archer (Recording Secretary), Laurie Guenther (Director), Moe Bickweat (Town Liaison)*

The meeting was called to order at 7:25 pm by Larry Young.

Public Comment: none

Town Report: *(Moe Bickweat)* Last week, Moe sent John Moffitt an email for an update on the 15 Monroe St. roof estimates. a citizen complained about roof. Town has a punch list from the walk-thru last month - still in process of correcting issues.

Capital Campaign: *(Melissa Jacobs)* - The Capital Campaign has continued their thought process on how to stimulate interest in the support of the Library. They have been developing some letters to send to businesses, etc.

Friends' Report: (no report)

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

President's Report / Director's report: *(Larry Young)* This was a quiet month for Larry. His main concern is to get organized for the following year - Mark Rowe is resigning, Stephanie Tolan also. Melissa Jacobs is interested in being re-appointed. Larry compared the numbers of BOT members for various libraries in Monroe County. He suggested that perhaps we should consider going down in numbers to be in line with most of the county libraries (most have seven Board members). It is a challenge to get a quorum, especially in summer. The library has numerous volunteer positions; including the Friends, and the Capital Campaign. If the Board had fewer members, this might free up a few dedicated volunteers to another volunteer position within the library.

Note: an elderly lady hit the rail between our property and MT Bank with her car- as there was not much damage to rail, it was agreed by Larry and John Moffitt that there was no need to file a complaint.

Discussion of display area: where can we get display cases? Larry found one on craigslist for \$75, and priced new secure cases at \$1100 (we would need this type of case for items of value). Laurie Guenther offered that we also have the one that we gave to the Historical Society when we moved from the old building. She will talk more with Bill Lane about our concerns about displaying items. Molly Brazak had indicated last month an interest in having a generic library sign on the street - Larry researched the cost of such to be between \$40 and \$250. Moe suggested that we probably need to go from the village to the state to get permission to put it up. Larry will talk to Charlie Johnson and then go to the town if necessary.

Treasurer's Report: *(Bruce Peckham)* The MOTION was MADE, SECONDED, and CARRIED, to approve, for payment, vouchers 12-07-093 to 12-07-106 in the amount of \$10,135.91. Large expenditures were over \$6,000 for cost shares and \$1600 for materials. June 30, 2012 balances were: \$2,644.50 savings and \$8,584.22 checking.

The following MOTIONS were made, seconded, and APPROVED:

1. check #236 from M&T Bank checking account 9833548309 in the amount of \$2,489.90 to be paid to Staples, for 10 Kindle fires and 10 2-yr warranties to be taken from the May K. Houck Foundation Grant.

2. check #237 from M&T Bank checking account in the amount of \$175
to be paid to Seneca Park Zoo Society
for the "Butterfly Beltway Project" on 6/26/2012
3. check #238 from M&T Bank checking account ' in the amount of \$282.70
to be paid to JanWay Company USA, Inc.
for 250 spiral notebooks for the Summer Reading Program
4. to accept check #1179172 from the County of Monroe in the amount of \$300
paid to Mendon Public Library
for the Summer Reading Program

Corresponding Secretary's Report: (*Denise Dickinson*) no report

Director's Report: (*Laurie Guenther*) We went up 50% in circulation from last June. Should we consider getting an outside security camera? There have been teenagers and young adults hanging around outside after dark here and at the bank. Moe Bickweat suggested that should be a Town expense as it protects town property. Denise Dickinson will email Laurie Guenther a suggestion for a source for a camera system. Laurie shared a confirming letter from Lesley Krause (who helps administer the Houck Fund) about the Kindles. Laurie clarified the reasons for not getting T-shirts this year- particularly, the difficulty of getting the correct numbers of the different sizes, and not knowing how many to plan for. However, we could go back to T-shirts in the future. Stephanie thinks having a choice between the small gifts is a good idea - kids like choice. So maybe T-shirts can be one of several options. Also of note: the 10 Kindles have circulated 19 times (in 2 1/2 weeks). A question: Do we want to go visit Fayetteville? Small Library Directors visited Sodus Library, who won the Small Library of the Year Award. There was interest, so Laurie will set up a visit, perhaps a Saturday in September. The suggestion was made to take a few members of the Capital Campaign and Friends. Also, Laurie talked to Greg Miller the backflow testing has been completed, Miller Plumbing will send the necessary documents to the Monroe County Water Authority.

Old Business:

Credit card: Larry Young discovered that we would need an android phone to use Square Up for credit card payments - and therefore, we would need a cellular plan. So it looks probable that we will end up using the Paypal system, because the fees for anything else add to a higher amount than Paypal. Bruce Peckham suggested a separate MPL account with the Town for Paypal. Larry Young will need a firm recommendation.

New Business:

Budget Committee - Bruce Peckham would like to meet with John in the 1st 2 weeks of August - Larry Young suggested the committee should look at raises for employees.

Bruce Peckham will arrange to have Mary Fletcher walk Board members through the financial statements for a month, so we can understand them better.

Our next regular meeting is Tuesday, August 7, 2012.

Public Comment: none.

Adjournment of meeting at 8:27 pm.

Respectfully submitted by Lydia E. Archer