

Regular Meeting of the Town of Mendon Library Board of Trustees
Monday, March 5, 2012

Approved

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

Board Members excused: *Stephanie Tolan*

Others: *Laurie Guenther (Library Director), Lydia Archer (Recording Secretary), Moe Bickweat (Town Liaison), 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 have been emails from Town Supervisor John Moffitt regarding the annual payment of the bond by Friends. Moe also commented that the contents of the library are currently insured for \$100K, which seems low to him. Laurie Guenther agreed, but thought that the insurance coverage had been updated to a higher amount. Larry Young inquired how we can quantify the replacement amount for the books. Suggestion was made that we can use recent costs of books added to the collection. Denise Dickinson asked if we should have an inventory of what is in the library besides the books. Laurie Guenther believes that was done by the Town a few years ago. Moe Bickweat agreed that it was done in 2006 or 2007. All agreed it would be a good idea to update both values, so that insurance adequately covers replacement costs.

Friend's Report: (*Stephanie Livingston-Heywood*) Stephanie Livingston-Heywood is acting president for one year, while the Friends look for someone to be the next president. There will be a Book Sale in June. Stephanie showed pictures of the leaks in the roof of the old building (where the Friends keep books for the book sales), which have been increasing in size and number: in fact, some books are being damaged. The Friends have been using tarps and buckets to try to prevent further damage. Concern was expressed for both the books and for the building, as it is expected that the old building will eventually be renovated and connected to the new building. Moe will take the issue back to the Town. Stephanie is willing to present the problem to Town Board, and will email her pictures to both Town Board and BOT members.

Approval of Minutes: The Minutes of the February 3, 2011 meeting were APPROVED as amended.

President's Report: (*Larry Young*) The Gala was a really fun evening. It took a lot of work, by a lot of people, but it is expected that between \$18 -20K was raised. Laurie Guenther, Larry Young and Molly Brazak met and reviewed the personnel policies. There will be a Capital Campaign meeting this Friday morning. Other than the Gala, it has been a quiet month.

Treasurer's Report: (*Bruce Peckham*) The MOTION was MADE, SECONDED, and CARRIED, to approve vouchers 12-03-031 to 12-03-046 in the amount of \$4480.30. Account balances: Checking: \$5251.29 and Savings: 2643.18 (.32 interest)

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

Director's Report: (*Laurie Guenther*) The Director's report was distributed. Molly Brazak noted the overdrive statistics, and Laurie pointed out the circulation increase. The Rundel Library Automation Department recently visited our library and were impressed with our patron set up of computers. The windows 2003 server crashed during the recent power outage, and needed to be rebuilt. The server is nearing the end of the life expectancy; it might be more cost effective to purchase a new server than to rebuild our current server. A new copier was installed Saturday. Features include color copying and printing. The Friends would like to keep the temperature of the old building at 55 degrees, rather than at the 32 degrees it has been. They find that by the time the heat comes up, it is time to leave. Larry Young will talk to the Town. Bruce Peckham suggested we should keep it pleasant for the Friends, as they are getting us money. Laurie Guenther also noted that when we get a door counter it will show the marked increase in building usage.

This kind of accuracy is good for planning and for supporting our budget.

Committee Reports: Larry Young would like the Technology Committee to meet in April to discuss e-readers, and work out credit card payments. Larry Young believes we need to update and prioritize the wish list in the near future. There is a wish list of bigger items, and a wish list of smaller items, as part of the Director's Annual Report.

Personnel Committee Report: Molly Brazak reported that there are a just a couple more details to be added to the Library Personnel Policy. Otherwise, it is in line with the Town Personnel Policy. It will be ready for adoption next month.

Old Business: none

New Business: Annual Report - Bruce Peckham is having a little trouble providing the accounting details for the state funds from the new building. He has discussed it with Mary Fletcher at the Town, and there are still a couple of details that have to be clarified.

The BOT spent a few minutes delineating committee members for each of the BOT committees: it is expected that each Board Member serve on at least 2 committees.

New Committee Line-up:

Personnel:

Risa Bennett, Margaret Bailey, Molly Brazak, Mark Rowe, Larry Young

Budget & Finance:

Molly Brazak, Laurie Guenther, Melissa Jacobs, Bruce Peckham, Mark Rowe, Larry Young

Technology:

Molly Brazak, Laurie Guenther, Mark Rowe, Stephanie Tolan, Larry Young

Policy:

Molly Brazak, Denice Dickinson, Laurie Guenther, Larry Young

Advocacy:

Risa Bennett, Molly Brazak, Denice Dickinson, Laurie Guenther, Melissa Jacobs, Mark Rowe, Stephanie Tolan, Larry Young

Grant Writing: Margaret Bailey, Laurie Guenther, Melissa Jacobs, Bruce Peckham, Stephanie Tolan, Larry Young

Larry noted that Committees do not make binding decisions; rather, they make recommendations to the Board, for the BOT to vote on.

Round Table: Laurie Guenther went to a Small Libraries Webinar recently. She noted that Fayetteville has been voted "Best Library of the Year" for 2 years in a row. Fayetteville serves a community of 10K people. Laurie would like to see MPL look outside the box and see where we can serve the community similarly. For example, Fayetteville is serving the do it yourself (DIY) community in various ways, including having a 3D printer installed. Another example is Wood Library in Canandaigua, which loans out fishing poles. What can we do to serve OUR community? Laurie would like us to consider the needs and problems in our own community, perhaps take as a motto, "we are not in the book business, but in the knowledge business." Bruce Peckham suggested we have a joint meeting of Friends, Capital Campaign Committee and BOT (or representatives from each organization) to discuss possibilities. Mark Rowe reminded the BOT of Harold Coogan's presentation last year on having local artists displayed in the library, and also his pinhole camera project. Mark will reconnect with Harold.

Our next regular meeting is Tuesday, April 3, 2012.

Public Comment: none.

Adjournment of meeting at 8:12 pm.

Respectfully submitted by Lydia E. Archer