

Mendon Public Library Board of Trustees Meeting
Monday, April 7, 2014

Approved

Board members present: Molly Brazak, Denise Dickinson, Peter Dohr, Sarah Easton, Bruce Peckham, Larry Young

Board members excused: Melissa Jacobs

Others: Laurie Guenther (Director), Cynthia Carroll (Town Liaison), Emily Brincka (Recording Secretary), Danny Bassett

Call to Order: Meeting was called to order at 7:15 pm by Bruce Peckham.

Public Comment: None

Approval of Minutes:

A MOTION was MADE, SECONDED and CARRIED to approve the Board of Trustees minutes for Monday, March 3, 2013.

Town Report: (Cynthia Carroll) No update.

President's Report: (Bruce Peckham)

- Per Deric, the Heartbeats for Mendon, Mendon Public Library Sweepstakes at the Rabbit Room was a success, and a wonderful event.
- Bruce attended meeting given by Sheldon Boyce to inform town boards on required town procedures, esp. regarding meetings. All town boards need to meet the requirements for open meetings law. The Library Board of Trustees is meeting the requirements.

Treasurer's Report: (Larry Young)

A MOTION was MADE, SECONDED and CARRIED to approve for payment of expense vouchers #2014-04-45 through #2014-04-56 in the aggregate amount of \$7,669.93.

A MOTION was MADE, SECONDED and CARRIED to accept check # 7565 for the amount of \$500.00 from the *New York Council for the Humanities* to fund the program "Together – Book Talk for Kids and Parents", a six-session family reading and discussion series that runs from late February to early May.

A MOTION was MADE, SECONDED and CARRIED to approve MPL Board of Trustees checks #261 in the amount of \$27.87, #263 in the amount of \$34.68 and #264 in the amount of \$33.50 to Honeoye Falls Market Place, to pay for snacks and paper goods for the program "Together – Book Talk for Kids and Parents". This is from the restricted "Together" account, funded by the New York Council for the Humanities.

A MOTION was MADE, SECONDED and CARRIED to approve MPL Board of Trustees check # 262 in the amount of \$450.00 to *BB Novelities, LLC*, to pay for WebKinz toys for the 2014 Summer Reading Program prizes. This is from the restricted "2014 Summer Reading Program" account, funded by M&T Bank.

Larry will submit the 990 form to the IRS.

An account summary was provided, reconciled through February, as the March statements had not arrived prior to this meeting.

Director's Report: (Laurie Guenther)

The Director's Report was distributed.

MPL circulation for March was up, 8.9% despite overall county circulation declined.

The harsh 2014 winter has meant an increase in the library's energy usage and energy costs. Costs for natural gas are about 47% higher than last year at this time.

Three quotes for library window cleaners were provided. A MOTION was MADE, SECONDED and CARRIED to approve hiring lowest quote, providing they produce references and written proof of current insurance for:

- personal liability
- worker's compensation
- property damage

The board decided to hold discussing library carpet cleaning until the budget decision was made (MPL or Town).

Laurie brought to the Library Board's attention the possible hazard of ice falling above the back door. She will bring this concern to John Moffitt.

A MOTION was MADE, SECONDED and CARRIED to use \$5000 of the May K. Houck grant for digitizing the Sentinel. It was suggested to work on this project with Rochester Regional Library Council.

The Friends of Mendon Public Library are planning a number of events:

- Their Garden Walk event will be held June 21. The library will be used as the Hospitality House that day. Trustees are invited to volunteer.
- Ron Knight will be holding a reception at Oak Hill Country Club.
- A "Books and Bands" event is being planned for September.

Bruce Peckham passed along kudos to the Friends group and its volunteers for all their fundraising efforts.

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

Old Business:

Committee Assignment: (Bruce Peckham) The committee assignments were reviewed. Some participant names changed, and role of director changed from committee "defacto member" to "integral part of all committees" . A MOTION was MADE, SECONDED and CARRIED to approve the committee assignments with the above changes.

Time Capsule: (Bruce Peckham) The collection of capsule contents is complete. The plan is to bury the capsule during the Honeoye Falls Festival on the Green. Tom Voorhees will help pick the appropriate site.

New Business:

Family Medical Leave Policy: A MOTION was MADE, SECONDED and CARRIED to approve the Family Medical Leave Policy for the Mendon Public Library.

Public Comment: Danny Bassett commented that current issues of *The Sentinel* are probably being digitized by the newspaper owners before going to press. Although the paper is being digitized by the owner, the format is not a searchable format.

Adjournment: The meeting was adjourned at 8:30pm.

Respectfully submitted by Emily Brincka.