

Meeting Minutes, Chili Public Library Board of Trustees Meeting - APPROVED
September 22, 2009

Board of Trustees: James Myers (President), Glenda Melville (Vice-President), James Lechner (Treasurer), Charles Havens (Secretary), Judith Kharbas, Christina Reece, Steven Ziblut
Library Director: Jeff Baker
Town Liaison: Michael Slattery
Friends Representative: None.

RECEIVED

OCT 23 2009

TOWNSHIP OF CHILI
SUPERVISORS OFFICE

President Myers convened the meeting at 6:03 PM. Ms. Kharbas absent.

Approved minutes of August 25, 2009 meeting by six in favor, none opposed.

Approved abstract: \$18,914.40 by six in favor, none opposed.

Approved the meeting agenda six in favor, none opposed.

Communications

Guests/Public: None.

Town Board Liaison: None.

Friends of CPL Report: None.

Director's Report

Discussion and Actions as Noted.

General Information:

- **Full Staff Meeting** – Friday, November 6th at 9:00am. Glenda Melville to attend.
- **Friends of the CPL Board Meeting** – Tuesday, October 20th at 6:30 pm. Glenda Melville to attend.
- **CPL Statistics** –Review of August statistics. In August, circulation increased 9% from last year to 34,333 items. Door count decreased 18% to 14,188 visits, and reference questions increased 2% to 2,186 reference questions answered.

Mr. Havens: The door count and circulation data are inconsistent. For CPL and other libraries, these metrics historically are in a ratio of one to two. It is very unlikely that circulation would increase if visits were down; suspicious there is a problem with the door count device as the circulation data is consistent with trends in recent months.

Follow Up Items:

- **Library Services Aid** – The library has received its claim voucher for the 2009 LSA payment in the amount of \$7,742. The library should be receiving payment in about four weeks.

Mr. Baker: new information - this may still be at risk as the state has delayed payment.

New Items:

- **Approval of CPL Board Designated Computer Reserve Fund in the amount of \$34,000 into the General Fund.**

Action requested: Approve the transfer of \$34,000 from the CPL Board Designated Computer Reserve Fund into the General Fund.

Approved, six in favor, none opposed.

- **New Speakers in the Ireland Room-** A pair of in-wall Boston Acoustic speakers have been installed in the Ireland Room as the ceiling speakers were no longer working and proved ineffective for the library's needs. The speakers were paid via the Memorial Fund.

Mr. Baker: the cost was about \$500 including the wiring. A more expensive surround system was deemed unnecessary.

- **New Pages** - Nick Bruno, Sarah Talbot, and Ben Lewis have been hired as a new pages replacing Patrick Chamberlain, Hannah Dale, and Christopher Gartley.
- **Fall Family Fun Day at Davis Park** – The Chili Public Library will have a table set up at the Fall Family Fun Day at Davis Park on Saturday, September 26th from 11:30pm-2:30pm. At that time we will distribute information about the library, and perform storytime for children.
- **Gates-Chili Healthy Family Festival** – The Chili Public Library will have a table set up at the Gates-Chili Healthy Family Festival on Saturday, October 3rd from 11am-2pm. At that time we will distribute information about the library.
- **MCLS Technology Planning Session** - The Director will be attending a full day MCLS Technology Planning session of September 24th. The library directors will be formulating a five year plan for the system.
- **Town brochure** – The library is included in the Town of Chili Fall & Winter 2009 Brochure. Within the brochure is the description of the children's, teen's, and adult programs for the fall and winter, as well as a Friend's membership form.
- **CPL Website** – The library has included a link on its homepage developed by the New York State Library on information relating to the H1N1 virus.

System News:

- Nothing to Report

State news:

- **State Funding** – The Monroe County Library System has yet to receive its remaining funds from the State. The director has been asked to advocate to State legislators that the money be released.

Committee Reports

Budget:

Mr. Myers reported that the budget committee has met and prepared a number of alternative budgets for 2010 anticipating flat or declining support from the Town Council in response to the CPL Board request for a 3% increase. A priority has been placed on maintaining staff in the different alternatives. It is anticipated that there will not be a merit increase and a decrease in operating hours with the expected Town allocation. In response to a question from Mr. Ziblut, Mr. Baker informed the board that certification requires 55 hours per week which is about the hours in CPL's summer schedule.

Old Business

None.

New Business

None.

Adjourned at 6:32PM.

Next meeting date/time: October 27, 2009 at 6:00 PM - CPL Ireland Meeting Room.