

MINUTES OF BOARD MEETING  
September 18, 2014, in the Library Conference Room, Matt Duprey presiding

ATTENDANCE:

Trustees: Piche, Duprey, Widrick, Small, Fish, McRoberts

Excused: Griffin, O'Donnell

Staff: Young, Lenney-Wallace, Kerfien

Guest: Marc Boyer, Julie Gebo

1. Call to order: Meeting was called to order at 4:04 PM.

2. Public Comments: Julie expressed appreciation to the board for hiring Penny and appreciation to Penny for all the problems she has fixed, her constant communication, style of facing problems, and willingness to help library patrons & staff

3. *Approval of Agenda (Fish/Widrick) Unanimously approved.*

4. Disposition of Minutes of Previous Meeting:

*Piche (Small) moved to accept the minutes of the June meeting. Unanimously approved.*

5. Statistical Report & Financial Report

*Motion to pay June/July/August's bills. Widrick (Fish) Unanimously approved.*

6. Director's Report: Report was presented.

a. Budget: Fish and Kerfien met with Pinkerton and Cosmo; the city wants us to reduce our proposed 3% increase. Work is ongoing.

b. Banking: Miller and Piche have been removed as signatories, and Kerfien and Duprey will added Monday. We are opening new checking account for grant monies, which was approved last year but never acted upon.

c. Computers: We have changed the printing software and method of printing, which was cheaper than purchasing new coin op, and are still ironing out the bugs.

d. The library will close Friday after Thanksgiving

e. Ramp Grant: Is ready to go for next year, having been postponed for this year. Kerfien recommend that we switch to new architect, and suggested a firm she has worked with before, promising to email the board with details.

f. Consultant: Swafford is currently working 8 hrs/week, and would like to extend her time beyond the beginning of October, to make up vacation time taken during the summer, in order to finish her work in the Mahoney room. The board accepted this, as long it does not exceed her initial assigned hours.

g. Tech Updates: We have purchased two new staff computers, a desktop and weeding laptop, and a color printer (as the old one died.)

h. Stucco: Is done, the paperwork done & submitted to state. The contract did not include painting, which will have to wait until Spring.

i. Conflict of Interest statements need to be signed & returned

j. *Approval of Staff Enforcing Patron Behavior Policy Small (Widrick)*

k. Request for more hours for pages to attract & keep applicants, and to temporarily bump single remaining page to 15 hrs/week while we search for a second employee.

l. NNYLN Tech Grant: Approved for \$6300 for 2 touch-screen computers for the children's room. They are for educational purposes, fully loaded with software, and not for internet use.

7. Librarians' Reports

a. Adult Services - presented

b. Children's – presented

c. Lyn Swafford report – presented in absentia

8. Chairman's Report - none

9. Committee Reports:

a. Buildings and Grounds: The ramp situation is deteriorating (literally.) The two submitted proposals were much higher than expected. We had a proposal from Dave Fairbanks of Continental to demolish the current ramp and install a temporary one at \$25,000. The board believed this was too much for a temporary ramp, but agreed that the situation needs addressing. Fish and Small suggested asking the city for demolition and looking into a temporary ramp until spring. We will also look into alternative solutions (lifts, location.)

b. Policy/Personnel: none

c. Finance: will present in executive session

d. Programming: presented

10. Old Business: None

11. New Business:

a. Employment Agreements with Adult Service's and Children's Librarians (will be taken up in executive session)

b. New Board Members Needed: Small Talked to Dan Dodge; he has started new job, and is not available. Marc Boyer expressed interest in serving.

12. Executive Session 5:01 *Small (Piche)*

13. Meeting adjourned at 5:50 pm.

Respectfully submitted by

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Stephanie Young, Adult Services Librarian