

## MINUTES OF BOARD MEETING

December 20, 2012, in the Library Conference Room, Chairwoman Piche presiding.

### **ATTENDANCE:**

Trustees: Fish, Griffin, Longbottom, McRoberts, Small, Webster

Excused: Duprey, Widrick

Staff: Miller

Guests: Mark Boyer

1. **Call to order:** Meeting was called to order at 4:06 p.m.
2. **Public Comments:** None
3. **Disposition of Minutes of Previous Meeting:** *Fish (Webster) moved to accept the minutes of the October meeting. Unanimously approved. Webster (Griffin) moved to accept the minutes of the November meeting with the change that Griffin was excused and not present at the meeting. Unanimously approved.*
4. **Statistical Report & Financial Report:** Reports were presented. Miller noted that there was a spike in health care costs in November, which usually happens in December as well. One large expense for the month was \$3,000 spent on finishing the elevator project. We saved a considerable amount of money on the new fire and security system by running our own wires for the alarms and cameras. We should be back to buying our books from library retailer Baker and Taylor now that our account has been moved over from our previous library retailer (BWI), which Baker and Taylor bought. We had been buying from Amazon, which is slightly more expensive for books and they can't provide technical processing. However, Amazon is faster and tends to be a cheaper place to purchase our DVDs and BluRays. Two end of the year \$5,000 donations have been received and additional gifts are anticipated. *Fish (Longbottom) moved to approve November expenditures. Unanimously approved.*
5. **Director's Report:** Report was presented.
  - a. **Asbestos testing and architect:** A legally significant amount of asbestos was found in the window sash glazing, requiring abatement. This adds to the cost of our window project. In light of the county and city cuts, it has been suggested that we apply for a St. Lawrence County Industrial Agency/ St. Lawrence River Valley Redevelopment Agency Grant to aid with this added expense and the expense of the architect. Cost of the asbestos abatement was not known as Miller was still waiting for the abatement plan from the testing company. Grants from this organization are generally up to \$25,000. There was discussion led by Piche, who is

concerned that we are paying too much for our architect and we have too many projects where we don't know how we are going to pay for them. From the discussion, it was deduced that we need \$120,000 to finish work on the windows, stucco and master plan, plus an unidentified amount to deal with the asbestos and handicapped entrance. There is a possibility to add some of this to a bond that the city is discussing. That would have to be approved by the voters in November. There is a large concern by the board that we have several building projects that are not optional that need to be funded. *Fish (Small) moved to allow Miller to apply for redevelopment grants. Unanimously approved.*

- b. Baby shower:** A request has come in to use the auditorium for a baby shower. The Board agreed that Miller should develop a policy for renting rooms for events that are not open to the public, such as a baby shower.
  - c. Recent Board accomplishments:** Miller handed out a report highlighting accomplishments the Board made in the past year. He also asked for general guidance from the Board about directions for the future given the mounting funding cuts. Piche said the Library needs to generate additional income to survive, perhaps by further developing our local history museum aspect. She said it is time for a paradigm shift. Miller said that there are some libraries that are prospering and he would provide examples of what they are doing differently.
6. **President's Report:** The Nominations Committee has asked Piche to serve a second year as President, Duprey to continue as Vice President and Fish to continue as Treasurer. Longbottom has resigned from the board because she is moving to Florida. The January meeting will be her last. Anyone who wants to switch committees should let Piche know.
- a. Buildings and Grounds:** Waiting on more reports from asbestos testing.
  - b. Policy/Personnel:** No report
  - c. Finance:** No report
7. **Old Business:** None
8. **New Business:** None

Meeting adjourned to closed session at 5:26 p.m.

Meeting called back into open session at 6:05 p.m. No report

Meeting adjourned at 5:06 p.m.

Respectfully submitted by

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Amee M. Longbottom, Secretary