

MINUTES OF BOARD MEETING  
May 21, 2015, in the Library Conference Room, Matt Duprey presiding

ATTENDANCE:

Trustees: Duprey, Boyer, Small, Griffin, Piche, McRoberts

Excused: Widrick, O'Donnell, Fish

Staff: Kerfien, Young, Lenney-Wallace

1. Call to order: Meeting was called to order at 4:00 PM.
2. Public Comments: None
3. Approval of Agenda for May Piche | Griffin *unanimous*
4. Disposition of Minutes of April Small | Boyer *unanimous*
5. Statistical Report & Financial Report
  - Motion to pay April's bills McRoberts | Griffin *unanimous*
6. Director's Report: Report was presented.
  - a. NYS Construction Grant process should be started soon. The grant needs to be in by the middle of August and decision would come down in April 2016, but NCLS wants to know by the end of June so they can survey our needs. If we applied to repair the stairs (necessary because the risers are all different heights, making them a safety concern, we would want to keep the local sandstone, adding to the total cost. We would need to find matching funds from some source. The concensus was that we should have someone take an informal look to see needs to be done and estimate the cost, then decide at June meeting. Other improvements would include making the door level with the landing. Small asked if we could have railings that match the building and are more attractive; Boyer said there were originally some older and fancier ones, but they were too large for patrons to grip.
  - b. In regards to closing the library on Parade Day for Seaway Festival: no objection.
  - c. In regards to changing to summer hours from 7/11 - 9/12: Small suggested only opening 9-12 or 12-3; as Summer Reading programs are already booked for 11-1, this was amended to perhaps 9-1. A hitch in this would be the Farmer's Market, which runs from 9 - 1:30: the Friends wants to sell books there and would need the build open to return supplies. Kerfien will investigate to see if we will still meet the minimum hours and report back at the June meeting.
  - d. Griffin gathered fundraising information from a trustee training program. One of the suggestions was to avoid newspapers as your first line of publicity because you have no control over their "spin" or presentations or reporters' understand of your issues. She also attended a presentation from several lawyers on a new law regarding conflict of interest statement, and our current document passes muster.
  - e. The full audit report will be available for the June meeting.
  - f. The extra money from the flagpole challenge will go to the children's room as per the DAR.
  - g. Update on stucco painting: it will have to be spray-painted, as the stucco rips apart rollers. Bowman can do the front and sides by standing on roof, but can't reach the back without scaffolding or some other rental of lift. The DPW won't loan bucket truck to us, and they might not have the time to do it themselves. Piche will talk to city councilors for suggestions and McRoberts will approach Pinkerton. Small suggested sending an editorial thanking the city for their work and the DAR for their efforts once the flagpole is in.
  - h. A letter was received and read from a patron upset about being unable to access the building without the use of the ramp and elevator. Duprey suggested forwarding it to the city as it brings up the ADA so they are aware. Funding sources are still being sought, as below.
7. Librarians' Reports
  - a. Adult Services – presented
  - b. Children's – presented

8. Chairman's Report - none

9. Committee Reports:

a. Buildings and Grounds: did not meet

b. Policy/Personnel: did not meet

Approval of Technology Plan & of Operating Policy both postponed until June for board members to read over documents

c. Finance: no report. Bob Hennes of Hugh Johnson Advisors will meet with the committee on June 4.

d. Programming: did not meet

10. Old Business:

a. Elevator

A new estimate from Vertical Technologies: just the cylinder would be \$25K, with 80% upfront. Installing it now would not make the current elevator functional, but the car could be installed later when the rest of the money is available. Duprey was concerned that we might spend this money and then can't find funding for the remainder of the project, or that we would find a better solution. Griffin pointed out that we do have to eventually fix it and have to start somewhere.

We are still awaiting funding. Word on one source will arrive next week and a decision will be made then.

b. Removal of ramp and lift

The city is still waiting for a bad weather day to remove the structure.

The lift will probably not be completed until the end of August, between going out for bid and construction of custom parts.

We have paid for architect's services so far out of the bond.

c. Museum in the Library

The city is still debating potential locations.

Legally, we cannot run a museum, but we can rent out the space to an organization wishing to run one.

d. Going on the ballot

Questions discussed: How much should we ask for on the ballot for the effort to be worth it? How much would the city cut if the ballot were successful?

If we decide to go for less than the full amount of our budget, we can start the process in late fall.

11. New Business:

Motion to transfer \$8000 from the Mahoney fund and \$26000 from the regular endowment to the money market account for our contribution towards balancing the city's budget. Boyer | Small

12. Meeting adjourned at 5:08 pm. Small | Piche

Respectfully submitted by

---

Stephanie Young, Adult Services Librarian