

MINUTES OF BOARD MEETING

February 21, 2013, in the Library Conference Room, Vice President Duprey presiding.

ATTENDANCE:

Trustees: Fish, Griffin, McRoberts, Widrick, Webster

Excused: Piche, Small

Staff: Miller, Young

Guests: None

1. **Call to order:** Meeting was called to order at 4:12 p.m.
2. **Public Comments:** None
3. **Disposition of Minutes of Previous Meeting:** Griffin (Widrick) moved to accept the minutes of the January meeting
4. **Election of Officers:** Webster, representing the Policy/Personnel Committee, presented the following slate of officers:
President -- Cathy Piche
Vice-President -- Matt Duprey
Treasurer -- Jim Fish
Secretary -- Dianne Webster
Unanimously approved.
5. **Statistical Report & Financial Report:** Reports were presented.
Miller was waiting on the City for the December finances. Miller briefly reviewed the sheet addressing the January 2013 Consolidated budget. Stated that the Governor recommends flat funding. At present, we are carrying over about \$20,000 from the 2012 budget. Fish (Griffin) moved to approve January expenditures.
Unanimously approved.
6. **Director's Report:** Report was presented.
 - a. **Technology Plan:** Miller mentioned the need to develop services for mobile users. At present, unsure of making purchases of mobile devices. Any devices we loan must have the ability to convert text to speech to comply with recent court decisions. Not going to move ahead quickly with this until more informed.
Fish (Widrick) moved to approve the Technology Plan 2012-2014.

Unanimously approved.

b. 2013 Central Library Development Budget: Miller briefly Reviewed highlights of CLD budget. Funds are included to begin the process of adding RFID (Radio Frequency Identification) tags to non-fiction materials previously purchased with Central Library Development and Central Book Aid funds.

Griffin (McRoberts) moved to approve the 2013 Central Library Budget.

Unanimously approved.

c. Adult Services: Report given that included information about actions taken to reduce expenditures for newspapers and magazines given budget cuts.

7. **Chairman's Report:** No report.

8. Committee Reports:

a. Buildings and Grounds: Duprey, chair, McRoberts and Griffin. Briefly reviewed some of the info contained in the Director's report under Bond Issues. Mentioned that the Library may look for an \$25,00.00 in grant funding for design services for replacing the handicap ramp and a master plan for redeployment and renovation of interior spaces. The next step would be to meet with the City Council to explain our request.

McRoberts noted that the unfunded amounts discussed only included very basic design and oversight fees. He observed it was unlikely the \$6600 listed would be sufficient and the Committee was recommending that the additional design monies be included in the request. Miller wants to get bond rate feedback regarding payback schedule. The Committee's motion to request the City Council bond for \$100,000 for the Library was unanimously approved.

b. Policy & Personnel: Small, chair, Webster and Piche. No report other than the slate of officers.

c. Finance: Fish, chair, Widrick. Committee scheduled a meeting with our financial advisor, Bob Hennes of Hugh Johnson Advisors. Mr. Hennes will report on our investments. The meeting will be held at the Library on Thursday, March 7, 2013 at 5:00 p.m.

d. Programming Ad Hoc Committee: Griffin, chair. (Members Cathy Piche, Wayne Miller, Lauren Gilmour, Stephanie Young, Melanie Brown, and Donna Barr). Report given. Intent to meet monthly. Next

meeting is Thursday, March 7, 2013. Will meet at 3:00 p.m. at the Library.

9. Old Business: Focus is on a Board Retreat. In response to a question from Duprey, Miller said he had been working with a library consulting firm. Feedback from the Personnel Committee was that the proposal was too pricey. Piche has made contact with CITEC, a local consulting group affiliated with Clarkson. Miller and Piche are in discussion with them and are still hopeful of arranging a date or dates in March or April.

10. New Business: Miller has obtained 3 copies of the book entitled Great Boards for Small Groups (A 1-Hour Guide to Governing a Growing Nonprofit), by Andy Robinson. Miller recommended that all board members read the book.

Meeting adjourned at 5:05 p.m.

Respectfully submitted by Dianne Webster, Secretary