

MINUTES OF BOARD MEETING  
February 19, 2015, in the Library Conference Room, Matt Duprey presiding

ATTENDANCE:

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

Excused: Fish, O'Donnell

Staff: Kerfien, Young, Lenney-Wallace

1. Call to order: Meeting was called to order at 4:01 PM.
2. Public Comments: None
3. Approval of Agenda for February *Piche (McRoberts) unanimous*
4. Disposition of Minutes of January: *McRoberts (Piche) unanimous*
5. Statistical Report & Financial Report
  - Building and Maintenance – city's report contains custodial supplies, which will be broken out separately in the library's budget
  - Motion to pay January's bills. Griffin (Boyer) unanimous*
6. Director's Report: Report was presented.
  - All encouraged to buy raffle tickets for the library's raffle
  - Expo is early this year; board members encouraged to sign up for a shift in our booth
  - Sen. Ritchie is working with us for her initiative to have classes for e-books at the library
  - NYS Building grant – might possibly be used to fix front steps or first-floor bathroom; may be discussed more at next meeting
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
  - c. Finance: not present, Annual Report fund was balanced
  - d. Programming: did not meet
10. Old Business:
  - a. Becoming a School District Library (discussion)
    - Benefits: stable funding
    - Drawbacks: we would be responsible for more of our own costs – the city would no longer pay for anything as the library would no longer be a department
    - Marketing and having all our facts together is crucial
    - It is necessary to make sure city officials support the vote before going forward
    - The city must also agree to drop the property tax rate to reflect the library's departure from the city budget
    - Small & Duprey favor discussing the plan with the school district (board, administration, and teachers' union) before a decision is made by the library board, as school employees and board opposed us in the last vote, to make it clear this is not an "extra" tax or part of the school's budget and to clarify matters on the responsibilities involved.

- The rest of the board agrees, but will continue to think over how to proceed & pick up discussion in March again (possibly establishing a committee and begin working on a plan/procedure and establishing contacts.)
- Griffin suggests getting info from other school district libraries and the school districts themselves on how the process worked to present to our school

b, Elevator and Estimates

Vertical Technologies is currently repairing the elevator at City Hall. They have inspected ours and said that it can't be fixed.

Boyer raised concerns about air quality during construction, but VT said that this will not be an issue  
We are still awaiting funding for the project

c. Removal of ramp and lift

Kerfien passed around an example design currently at First Baptist Church  
The city still planning to do removal of the old ramp for us

11. New Business:

NCLS fundraising workshop – Griffin (made report) & Kerfien attended

It was fairly a general presentation

“when you ask for money, make sure you can say what's in it for the funder”

Board members should make financial contributions as examples to the community: it serves as a good faith donation to demonstrate the board's dedication to the project and the library, particularly when asking for outside grants – “full support of the board” is required

Do board members all have library cards? How about city hall employees?

Small asked about staff evaluations – Kerfien reported that they were completed in December

12. Meeting adjourned at 4:47 pm. (*Widrick, McRoberts*)

Respectfully submitted by

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Stephanie Young, Adult Services Librarian