

MINUTES OF BOARD MEETING

May 22, 2013, in the Library Conference Room, Matt Duprey presiding.

ATTENDANCE:

Trustees: Duprey, Fish, Griffin, McRoberts, Widrick

Excused: Piche, Small, Webster

Staff: Miller, Young

Guest: None

1. Call to order: Meeting was called to order by V-P Duprey at 4:00 PM.
2. Presentation of Burt Wood Collection: Took place last week on the previously-scheduled date, May 16. Brian Kidwell attended and took pictures for later publication. Archivist Marshall, Miller and Young also attended.
3. Public Comments: None
4. Disposition of Minutes of Previous Meeting: Griffin (McRoberts) moved to accept the minutes of the April meeting. Unanimously approved.
5. Statistical Report & Financial Report: Reports were presented. Discussion centered around rising health insurance costs and city funding in the budget. Fish (Widrick) moved to approve April expenditures. Unanimously approved.
6. Director's Report: Report was presented.
 - a. Hiring of Dorian Lenney-Wallace as Children and Youth Librarian – offer was accepted earlier this day. She will start upon completion of the necessary paperwork.
 - b. Remington Auction: The materials under discussion had previously been approved for auction in 2011. Current value estimates were provided by Keno Auctions. Dispensation of proceeds will be fully discussed at a later time, but long-standing agreement with Remington stipulates that net proceeds will be divided equally between the museum and the library.
 - c. Remington and Eva Remington Endowments – *Motion to remove Ed Lavarnway as trustee* (Widrick, Griffin) passed unanimously; discussion of possible replacement deferred.
 - d. *Reverting to summer hours for the months of July and August, closing at 3 PM on Saturdays* (Fish, McRoberts.) Unanimously approved.
 - e. Car charging station – We possess a strategic location in that we are in the downtown core and Ogdensburg is one “charge” away from Ottawa. Several questions arose, including the possibility of vandalism, the location of the space, the use of space by other cars, and effects on our liability insurance. Final suggestion was to ask the city to pay our contribution costs (\$650+) in return for our offering the space.
 - f. General Insurance options: costs have significantly increased for our umbrella coverage with current carrier. Quotes have been requested from three other local firms. Two have responded with one asked to revisit the quoted coverage amounts.
 - g. RVDRA denied funds to library for window and stucco repair/asbestos abatement/handicapped access planning and repair on grounds that as a part of the local government, capital expenditures should be funded through our operating budget. This means we will have to use bond proceeds and other sources for these infrastructure repairs. Following discussion, it was decided that it is better to use donated to pay the initial cost for the Building Master Plan because those results position to secure grant funding for construction costs. Miller will bring the actual cost of hiring the architect (Randy Crawford) to create the plan to the finance committee to gain approval. *Motion to authorize the expenditure of some amount to be*

vetted by the finance committee and pending their approval to create a Master Construction Plan and retain Randy Crawford for that purpose (Fish, McRoberts.) Passed unanimously.

h. Community Garden: Has lead Miller and two volunteers (Julie Cliff and Sherry Tynon) to create a Seed Library. May also tie into selling items at a Friends' sponsored stand at the Saturday Farmer's Market in Library Park

g. Review of Technology Plan 2012-2014: [largely tabled for time]; the question was asked - what will future fees for tech services be, and how will they affect our plans?

7. Chairman's Report:

a. Board strategic planning and development activity report:

- Assigning roles/responsibilities in the new Plan.
- Creation of new committees by Bill Murray (CITEC consultant) – are they necessary and appropriate?
- An additional planning session should occur before the June board meeting. Time constraints and attendance may necessitate an additional board meeting in July.
- Suggestion was made to have regular presentations to city council members to keep them informed, solicit their input, build a stronger working relationship, and to become a more visible and memorable presence in the city.
- Revisit having non-board members serve on committees.
- Have strict agenda and plans for next planning meeting(s) with Murray in order to use time effectively.
- Remainder of discussion tabled for a dedicated meeting when all members are present (possibly June 6 from 6-8 PM.)

8. Committee Reports:

a. Buildings and Grounds: None

b. Policy/Personnel: None attending

c. Finance: None

d. Programming:

- The committee received a presentation by FidelisCare – they will sponsor children's programs in return for space to distribute information on their services.
- Build a Car art contest is ongoing.
- The library plans to continue Music & Movement through the summer with staff members. Lower attendance is expected.
- Job Search Skills presentation, a program idea brought up by the Friends, will take place on May 31, presented by the One Stop Career Center in Canton.
- Summer programming has been planned via the Watertown Zoo & Museum of Science and Technology as a cost-share with Morristown.
- Lin Griffin is investigating the possibility of inviting book clubs to one large event – a book talk by a local author.

9. Old Business: None

10. New Business: None

11. Meeting adjourned at 5:35 (Fish, Widrick).

Respectfully submitted by

Stephanie Young, Adult Services Librarian