

Minutes
Gates Public Library
Board of Trustees
June 22, 2011

Present: Peter Derry, President; Kirk Kettinger, Vice President; Amy Gardner; Paul Marlin; Bob Renehan; Mark Assini, Supervisor; Karen Kase-McLaren, Director

Absent: Paula LaManna; Linda Tribotte

- I Meeting was called to order at 7:02 pm by President Derry.
- II Agenda Changes: Add to item XIII b. Frontier signs
- III Visitors' Comments: Visitor Sue Swanton presented *The Rochester Public Library 100 Years* book to the Board for their perusal. Ms. Swanton was a contributor to this edition. Visitor Frank Muscato had several questions for the Board. He asked about having changing tables for babies in the public restrooms. He also wanted more clarification on the NYS Construction Grant the library was awarded when the library is leasing the building from Gallina Development. President Derry stated he would verify Mr. Muscato's questions and get back to him.
- IV Supervisor's Comments: Supervisor Assini thanked the staff, the Director and the Board for sponsoring a very successful 'Soft Opening' day on June 15. He stated that the community has a wonderful new building.
- V President's Comments: President Derry stated how thrilling it was to finally be in the new building He stated that now the new building is here – how will things change? He cited a report on the future of libraries. He complimented all those involved with the planning, building and opening.
- VI Correspondence: Director Kase McLaren complimented the staff for their work during the move and for making the opening a success. She reviewed correspondence with the Board and made available for their perusal.
- VII Approval of Minutes: A motion to approve the May 18, 2011 minutes, amending the total bills to be paid to \$131,465.93, was made by Bob Renehan, seconded by Amy Gardner and motion carried unanimously.
- VIII Approval of Personnel Report: A motion to approve the personnel report for May was made by Paul Marlin, seconded by Bob Renehan and motion carried unanimously.
- IX Financial Review:
 - a. Approval of Financial/Year to Date/Budget Projection Reports: A motion to approve the reports submitted was made by Kirk Kettinger, seconded by Paul Marlin and motion carried unanimously.
 - b. Approval of Transfers: None required.
 - c. Approval of Bills to be Paid: A motion to approve claims #119-133, accounts payable claims #22068-22069, #22092-22093, #22095-22098, including payrolls #11 and 12, for a total of \$111,643.33 was made by Paul Marlin, seconded by Amy Gardner and motion carried unanimously.
- X Items Requiring Board Action:
 - a. Disposition of used furniture, fixtures and equipment from former library: Trustee Marlin presented to the Board a preliminary report on the sale of surplus library equipment. Mr. Marlin and volunteer Sue Swanton have been working regularly to get the items ready for sale. After some discussion a motion to empower Paul Marlin, assisted by Sue Swanton, to proceed with the

sale of surplus items was made by Bob Renehan, seconded by Amy Gardner and motion carried unanimously.

b. Name the new Friends bookstore: Ms. Swanton, Friends Secretary, presented to the Board the current suggestion of names for the bookstore. The Friends Board is requesting that the word "Friends" be in the name. A formal name will be chosen at the Friends meeting in September. No action taken at this time.

c. 2010 NYS Annual Report: Director Kase McLaren presented the report to the Board, highlighting several areas of interest. A motion to approve the 2010 NYS Annual Report was made by Bob Renehan, seconded by Kirk Kettinger and motion carried unanimously.

d. Increase in overdue fines to 35¢ per item per day: Director Kase McLaren presented a report and survey results from MCLS on this increase. There are serious cuts to State funding and this is a viable way to supplement cuts. The majority of libraries will implement increase, effective September 1st. After some discussion it was decided to table this for review each month, and reconsideration in January 2012.

e. Increase in hold fees to \$1.00 per item: This issue was included in the discussion on increasing the fine fees per item. It was decided after some discussion that this issue will be tabled for now and reviewed each month along with the increase in fines issue.

XI Reports: Director's and Circulation Services reports, accepted as written. All other reports will be presented at the July meeting, covering May and June activities.

a. Special Reports: Final report on NYSERDA program participation. Over a three year period the library partnered with Sustainable Performance Consulting with goal of becoming LEED certified library. Director Kase-McLaren presented a list of energy improvements the developer incorporated and GreenGuard furnishings selected for new library.

XII Items for Board Discussion:

a. Board Committees: Those committees commented on –

2. Friends – Spring Celebration was held. Ms. Kase-McLaren congratulated pages Hannah Squires and Katherine Bailey for receiving Freislich Award.

4. Long Range Plan – President Derry stated that he sent a notice to Board to begin thinking about our next plan.

8. Technology – Director Kase McLaren stated that there has been many technology improvements in the new building. Some of these include VoIP phones and new voice mail for library and staff.

XIII Items of Information:

a. Friends Board of Directors: A list of the current for the Friends Board was given to each library board member.

b. Frontier signs: Director Kase McLaren presented a mock up of the sign that will be posted in and around the library showing Frontier's donation of the free WI-FI in the building.

Having no further business to discuss, a motion to adjourn the meeting was made by Bob Renehan, seconded by Kirk Kettinger and motion carried unanimously. Meeting adjourned at 8:35 pm.

Respectfully submitted,

Sandra Kilbury
Recording Secretary