

The meeting was called to order by the Chairman, Mr. Borlen at 7:30 P.M.

Members Present: Mr. Borlen, Mr. Mason, Mrs. Potter, Mrs. Totman, Mrs. Ireland

Librarian - Mrs. Emens - 8:00 P.M.

Staffing of the library was discussed, with special consideration given Civil Service ratings, and salaries.

A Special meeting of the library board will be held Sat. Jan. 15 at 9:00 AM to further discuss salaries, ratings, qualifications, etc.

Special
Meeting

Mrs. Doris Mallory will come in then for an interview. Mrs. Long and Mrs. Dalton are no longer interested.

8:00 P.M.

The first order of official business for 1966 was the following resolution:

BE IT RESOLVED that the library board extends its' appreciation and thanks to GEORGE K. LUSK, not only for his long service to the Town of Chili, but especially for his splendid effort and interest in creating and helping to bring the Chili Public Library to its present status. Unanimously approved.

Minutes of the previous meeting were approved as corrected.

Corres: Geo. Lusk - thank you

Welcome - Mr. Samuel Kent, new Supervisor of Chili.

Mrs. Totman moved, Mrs. Potter seconded the motion to pay bills on abstract No. 26, pg.1 thru 11 for the amount \$373.84. Bills
Motion carried.

Librarians Report:

Trial balance to the end of 1965 was presented.

Librarians

No new payroll.

Circulation - 1965 - 596,25 New borrowers 1194

Report

Fines collected - \$55.00

Book count - 10,808, Records - 348

A film was shown to the Senior Citizens group at which time books and records were checked out.

Doris Mallory is interested in taking Judy Hendrickson's place for two months.

Mr. Borlen reported on conversations with Mr. Hacker and Mrs. Enequist about our ability to qualify for Federal aid in this years program. No committments were made but the door was left open should we be able to qualify at a later date. (Letter is to be sent to Mrs. E.)

It is hoped that we can have a meeting with Mr. Hacker, Mr. Kent and both the Town and Library Boards, possibly in February.

January 1966 Library board minutes - continued

We must get the town board's approval to hire the architect to re-evaluate our building plans in relation the Fire Hall, next door, which is now completed.

Plans

Cont'd

Mrs. Ireland reported on the Friends of the Library Meeting. A membership campaign is to conducted ending Mar. 15, with a goal of 400 members.

Friends

Mrs. Ireland, moved, Mrs. Totman seconded, the motion that the librarian or staff member designated by the library board to attend book meetings, etc., at the Monroe County Library System be paid mileage at the current rate. (At present the rate is 10¢ per mile) Motion carried. Mrs. Emens will continue to attend these meetings.

Mileage

Mrs. Totman reported - Memorial Fund \$61.80.

A discussion of our policy on fines and overdues and long overdue fines took place. A forgiveness day was suggested. - It was decided to continue as is. (June 14, 1965 meeting)

Policy

Fines

A Saturday Book Club for older children was suggested.

Mr. Mason moved, Mrs. Ireland seconded the motion that dues for membership in the Library Trustees Foundation of N.Y.S. for the board members be paid out of the treasury. Motion carried.

Dues

NYLA

Meeting adjourned at 9:35 pm.

Respectfully submitted,

Barbara M. Ireland

Barbara M. Ireland, Secretary

The meeting was called to order by the Chairman, Mr. Borlen at 9:10 A.M.

Members Present: Mrs. Potter, Mrs. Totman, Mrs. Ireland
Mr. Borlen, Mr. Mason

Mr. Borlen informed the board that Mrs. Emens had applied at Geneseo to work on her Masters degree in library science. She will be taking one course 'Book Selection' this term and will be able to carry on her work with us as usual, for the time being.

Evaluation of her classification as Senior Library Clerk was made, and the salary she is receiving. The amount of education she has and the present operation of the library were considered.

Mrs. Hendersons rating and the amount and quality of her work was also discussed.

Mr. Mason moved, Mrs. Potter seconded the motion to give roughly a 7% Salary raise as of the next pay period. - Mrs. Emens will receive \$2.65 per hour and Mrs. Henderson \$2.10 per hour as of Jan. 29, 1966. Motion carried.

After Mrs. Doris Mallory was interviewed, a motion was made by Mr. Staff Mason, seconded by Mrs. Totman and carried, approving Mrs. Mallory as a temporary replacement at \$1.75 per hour for February and March while Mrs. Hendrickson will not be able to work.

Letters will be sent to library schools in Geneseo, Albany and Syracuse informing them that there is a position as library director open with us with the following information: Salary range - \$6400.00- to \$7200.00 per year, with annual increments of \$200.00 plus the usual fringe benefits concerning vacation, social security, retirement and hospital insurance.

Mrs. Ireland moved, and Mrs. Potter seconded the motion authorizing the treasurer of the Chili Public Library to issue a check in the amount of \$20,000.00 and deposit same with the Marine Midland Trust Company as a Time Deposit Certificate for three months at 4½% interest. Funds Motion carried. Mr. Borlen will attend to this with Mr. Kent.

Meeting adjourned at 11:10 A.M.

Respectfully submitted,

Barbara M. Ireland

Barbara M. Ireland, Secretary

The meeting was called to order by the Chairman, Mr. Borlen at 7:30 p.m.

Members present: Mr. Borlen, Mrs. Totman, Mrs. Potter
(Mr. Mason - out of town, Mrs. Ireland - ill)

Mrs. Emens - 8:00 p.m.

The minutes of the previous meeting were approved as mailed.

Communications: MCLS Directors meeting request for April 18, 1966
in the town of Chili. (We have written
inviting them to meet here.)

Applications for summer employment:
Miss Sandra Mowers
Miss Pang-ling Ting
(Secretary is to reply acknowledging
applications, etc. Not needed as of now)

A Motion was made by Mrs. Potter, seconded by Mrs. Totman to pay Bills
bills on Abstract #27 No. 12 - 20 for the amount of \$217.32. Motion
carried.

Librarians report:

The annual circulation report was presented - showing Circulation
an increase in Chili of 5.9% - balance of the County
showed an increase of 2.6%
Book count - 11,236
A Brownie Troop from Holy Ghost school had a tour of
the library Feb. 8, 1966 - Many new cards issued.
Valentine party for Story Hour a success.

Old Business:

Review of time deposit certificate and procedure for
renewal were discussed.

Memorial Fund is \$61.80

Mrs. Emens presented a printed form for fines. RPL
will print them. Form O.K.d.

Several magazines have to be discarded for lack of space.
All Chili Library identification will be removed from them and they
will be turned over to the Friends for disposal.

A Resolution was unanimously carried that authorization
from the Town Board be given to re-engage the architect, Mr. Macomber,
to re-appraise our library expansion plans and obtain current estimates
of cost.

Meeting adjourned at 9:30 p.m.

Respectfully submitted,

Alene Potter - L.

Alene Potter, Secretary pro tem

REGULAR MEETING OF THE CHILI PUBLIC LIBRARY BOARD OF TRUSTEES Mar. 14, 66

The meeting was called to order by the Chairman, Mr. Borlen at 7:30 p.m.

Members present: Mr. Borlen, Mrs. Totman, Mrs. Ireland
(Mr. Mason - out of town, Mrs. Potter - ill)

Mrs. Emens

The minutes of the previous meeting were approved as mailed.

Communications: Notice of approval to hire an architect granted by Town Board.

Letter from Mr. Mason

Barbara O'Connor - a new page was introduced to the board.

Staff

Librarians report:

Circulation for Feb. - 5351 (65) 5212 (66) closed 1 snow day
Book count - 11,378
Records 398

The musical instruments for the story hour have arrived.
Mrs. Duncan has volunteered to have another 6 weeks story hour session.

Mrs. Adams' brownies will visit the library and be told a story next week. They would like to give a book to the library.

Motion was made by Mrs. Totman, seconded by Mrs. Ireland to pay bills on Abstract No. 28 page 1 - March 14 - items 21 thru 34 for \$945.79 Motion carried.

Bills

The status of Doris Mallory's employment was reviewed and Mrs. Ireland moved, Mrs. Totman seconded the motion to continue on a temporary basis. (Replacing Judy Hendrickson) Motion carried.

Staff

Mrs. Robert Criddle, Chairman of the Hobby Show of the Friends reported on the success of the show.

Old Business:

Mr. Stewart will be sent a copy of the letter sent to Albany about Trustee appointment dates to see if he can expedite this matter.

There was a discussion about meetings with Mr. Macomber the architect. Mr. Borlen will contact him.

The pros and cons were discussed about publicity about the library in a "Did you know?" series. No decision.

Library Trustees meeting of Mar. 14, 1966 continued:

Mrs. Wm. Stein, and Mrs. Gordon McCowan have given used books to the library. Mrs. Henderson has also given books and material for the vertical file.

Mr. Borlen and Mrs. Ireland will attend the March 17th meeting for Trustees at MCLS.-

The April meeting of the Chili Trustees will be held at 4:30 p.m. on April 18th.

At 8:00 p.m. we will entertain the Trustees of the MCLS for their regular meeting. Requests have been made for the meeting room. Special memos were written to both Justices of the Peace, Kelly and Cramer in hopes that they would not have to schedule any court for that room at that time.

Meeting

MCLS
Meeting

Respectfully submitted,

Barbara M. Ireland

Barbara M. Ireland, Secretary

Letters to: Mrs. Duncan
Mr. Stewart
Friends - for Hobby Show

Copies of minutes to: All board members
Librarian
Supervisor

REGULAR MEETING OF THE CHILI PUBLIC LIBRARY BOARD OF TRUSTEES April 18 /1966

Mr. Borlen called the meeting to order at 4:40 p.m.

Members present: Mr. Borlen, Mrs. Ireland, Mrs. Potter, Mrs. Totman
Mrs. Emens. - Mr. Mason was out of town.

Minutes of the previous meeting were approved as mailed.

Communications: re- Clarification of appointment dates of trustees
E. Eastman - Div. of Law, NYS Education Dept.
R. Stewart - Div. of Library, NYS Education Dept.

Motion was made by Mrs. Potter, seconded by Mrs. Ireland and carried, that copies of the letters be sent to Mr. Kent suggesting that the Town Board pass a Resolution to make the expiration dates of the library trustees terms of office agree with the Charter. Terms of Office

A discussion took place about summer help in the library. We will not receive a cadet this year of the Federal program. There are not enough for the demand. Mary Wickins is to be informed that she will definitely be needed. Mrs. Emens will present a proposed summer program with staff recommendations at the May meeting. Staffing

A motion was made by Mrs. Ireland, seconded by Mrs. Totman that the time deposit be renewed for \$19,000.00 plus the interest on the \$20,000.00 to date - for 3 months with Marine Midland Trust Company, Chili Center Branch at 4 3/4% interest. Motion carried. Time Deposit

Motion was made by Mrs. Potter seconded by Mrs. Totman that bills on abstract No. 29 pg. 1 #35 - 46 for \$592.76 be paid. Carried. Bills

Librarians report: March circulation - 6,049 up 128 over 1965
Book count 11,555 - Records 398 Librarians Report

Betty Duncan will again volunteer her time for Story hour.

25 Brownies visited the library and copies are available of the book review Mrs. Emens gave the Senior Citizens on "The Three Worlds of Albert Schweitzer"

There will be a Special Meeting of the board Wed. April 27 at 7:00 PM to study building plans. Meeting

Meeting adjourned until 8:00 p.m. at which time we were hosts to the Monroe County Library Trustees meeting. MCLS Meeting

At 8:00 p.m. Mr. Borlen welcomed the 11 members, including the Chairman, Dr. Saunders and Monsignor Grady; 4 members of the staff including Harold Hacker, Director; Mr. Anderson, liason fr the Board of Supervisors, and a reporter from the Democrat and Chronicle.

Dr. Saunders presided. Mrs. Sabaste reported for the long range planning committee. A committee was appointed to investigate the possibility of the County paying more into the operation of Rochester Public Library. Mr. Hacker's contract was renewed. A nominating committee was appointed. A brief history and some comments on the future outlook of the Chili library was given by members.

Mrs. Borlen and Mr. Ireland assisted in serving coffee and cookies in the library after adjournment at 9:45 p.m.

Respectfully submitted,

Barbara M. Ireland
Barbara Ireland, Secretary

SPECIAL MEETING OF THE CHILI PUBLIC LIBRARY BOARD OF TRUSTEES

April 27, 1966

Mr. Borlen called the special meeting of the trustees to order at 7:00 P.M. on April 27, 1966 for the purpose of discussing expansion plans of the library.

Members present: Mrs. Potter, Mrs. Totman, Mrs. Ireland
(Mr. Mason - out of town)

A review was made of the architectural drawings which were used last year. Some recommendations were made which will be discussed with the architect, Mr. Macomber.

Financing was discussed. (Necessity of a down payment)

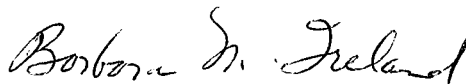
Timing of a possible referendum was discussed. (Sept. or early Oct.)

The necessity of a hearing was believed to be up to the Town Board.

Mr. Borlen will talk to Mr. Kent and Mr. Macomber.

Meeting adjourned at 9:30 P.M.

Respectfully submitted,

A handwritten signature in cursive script that reads "Barbara M. Ireland".

Barbara M. Ireland
Secretary

REGULAR MEETING OF THE CHILI PUBLIC LIBRARY BOARD OF TRUSTEES May 9, 1966

The meeting was called to order at 7:30 P.M. by Mr. Borlen.

Members present: Mr. Borlen, Mr. Mason, Mrs. Potter, Mrs. Ireland
Mrs. Emens, librarian
Mrs. Totman was ill.

The minutes of the previous meeting were approved as mailed.

\$225.00 was the amount of interest on the Time Deposit Certificate.

The communication from the Director of Library Extension Division re- New Application for Federal Aid was read.

Forms must be completed by July 1, 1966. Special notice was made of the minimum local participation of \$2.00 per capita and minimum circulation of 30,00 in 1965. Mr. Borlen appointed Mr. Mason Chairman of a committee to see that the forms are completed and mailed before the deadline of July 1st.

Federal

Aid

Forms

It was noted that each trustee had received notice of the dates of the expiration of their terms of office from the Town Board making these dates coincide with the Charter. Letters of appreciation for their advise will be sent to Miss Eastman and Mr. Stewart in regards to this matter.

Trustee

Terms

Librarians Report:

It was moved by Mrs. Potter, seconded by Mr. Mason and carried that the bills as presented on abstract #30 page 1 claims 47 - 55 amounting to \$257.06 be paid.

Bills

No trial balance was available.

Payroll was presented for review.

Circulation for April - 5,431

Book count - 11,727

MCLS has given us 36 hard back paperbacks that were part of an experiment to see how well they stood up.

Record of fine monies was reviewed.

A good deal of discussion took place about summer programs and the amount of summer help needed.

A review was made of the Volunteers now working and an estimate made of their summer help, if any.

Summer

A MOTION was made by Mrs. Ireland, seconded by Mrs. Potter and carried that we would have Story Hour at the 5 playgrounds and in the library for preschoolers and the Reading Club (age 10 - 14) in the library starting June 27 thru August 12 to coincide with the Recreation Program. It was further suggested that a small flyer giving the times, ages, and locations of these programs be made available at the Town Clerk's window with the Recreation Program.

Plans

A MOTION was made by Mr. Mason, seconded by Mrs. Ireland and carried to hire Mary Wickins from June 13, 1966 to Sept. 1, 1966 at \$1.65 per hour plus mileage to the playgrounds for Story Hour at 10¢ per mile, for up to 35 hours a week as needed.

Staff

May 9, 1966 mtg. continued

Mrs. Potter moved and Mr. Mason seconded the MOTION authorizing 40 hours of page work during July and August. Motion carried.

Page
Hours

Summer Saturday closing will be acted upon at the June meeting.

It was decided to consult Mr. Tomer, Town Attorney, concerning the necessity of continued billing of long overdue fines etc.

Fines

The Executive Board of the Friends of the Library has invited Mr. Borlen to talk with them about Library building plans at their meeting in the library on May 19 at 8:00 P.M. Some report should be available at that meeting about the extensive membership campaign now under way headed by Leo Collins.

Friends
of
Library

Expansion plans were discussed. Mr. Macomber, architect will meet with Mr. Borlen and as many other board members as possible Thursday, May 12, at 10:00 AM.

Future
Plans

Mrs. Emens will get some estimates on cost of small wooden shelves, painted to match the metal ones, which could be attached to the ends of the fiction stacks, to hold paperbacks.

Shelving

Meeting adjourned at 10:00 P.M.

Respectfully submitted,

Barbara M. Ireland
Barbara M. Ireland,
Secrétary

REGULAR MEETING OF THE CHILI PUBLIC LIBRARY BOARD OF TRUSTEES

June 6,
1966

The meeting was called to order by the Chairman, Mr. Borlen at 3:30 pm.

Members present: Mr. Borlen, Mr. Mason, Mrs. Ireland, Mrs. Potter
Mrs. Totman
Mrs. Emens- Librarian

Communications: Architect's sketch

Application for employment as page - Susan Fisher
" " " " " Mary Fish

On May 12 Mr. Borlen, Mr. Mason, and Mrs. Ireland met to go over the Federal Aid application forms and preparatory figures were worked up. Following this a one hour meeting (from 10 until 11:00 AM) with Mr. Macomber took place to arrange for modification of library building plans.

Meeting
May 12
with
Archit-
ect

Minutes of the previous meeting were approved as mailed.

A discussion of vacations and vacation policies took place. Hours worked and salaries were reviewed.

A MOTION was made by Mrs. Ireland, seconded by Mrs. Potter and carried that Mrs. Helen Emens will receive a 2 ~~week~~ vacation of 27 hours per week for a total of 54 hours at \$2.65 per hour.

Vacations

A MOTION was made by Mr. Mason, seconded by Mrs. Potter and carried that Bertha Henderson will receive a 2 week vacation of 35 hours per week for a total of 70 hours at \$2.10 per hour.

A MOTION was made by Mrs. Potter, seconded by Mrs. Ireland and carried that Mrs. Trott will receive a 2 week vacation of 15 hours per week for a total of 30 hours at \$1.65 per hour.

A MOTION was made by Mr. Mason seconded by Mrs. Potter and carried to pay bills on Abstract No. 31 page 1 items #56 thru 64 for \$1,224.27

Bills

Trial balance was submitted. Copies of which will be mailed with the minutes.

A MOTION was made by Mrs. Potter, seconded by Mr. Mason and carried that the PETTY CASH be increased to \$25.00.

Petty
Cash

Payroll was reviewed.

Librarians report: Circulation for May -4,748 up 591
Book count 11,894 - Records 404

Librarians
Report

Margaret Wilcox and Lynda Nothnagle have offered to work as pages.

Application of Susan Fisher and Mary Fish were considered. No pages are needed for the summer.

Pages

Estimates for shelves for paperbacks were:

Wooden - \$70.00 Steel - \$69.50

Shelves

It was decided to wait another month on this.

The application for Federal Aid forms were unanimously approved as the preliminary application and were ordered transmitted to the Library Extension Division, New York State Library as directed. Federal Aid Forms

The Architect's sketch was discussed, also a possible town board meeting with the library board. Plans

A MOTION was made by Mrs. Ireland, seconded by Mrs. Totman and carried that the library be closed Saturdays during July and August. Sat. Closings

A MOTION was made by Mrs. Potter, seconded by Mrs. Totman and carried that the library be closed Friday, June 10 at 6:00 PM because of the inaccessibility of the library due to the Firemens' Carnival and Parade. Special Closing

A MOTION was made by Mr. Mason seconded by ~~Mr. Mason~~ ^{Mrs. Potter} and carried that the Bi-laws be amended making the terms of the officers from January 1 to December 31 to coincide with the appointment dates of trustees; and officers now serving will continue to serve until Dec. 31, 1966. Bi-laws

Mr. Mason, Mrs. Emens and Mrs. Ireland will attend the Budget meeting at MCLS on July 15 at 8:00 PM. Budget Meeting

A Formal Thank You is to be sent to the Friends of the Library for their most successful membership campaign. With special thanks to Mr. Leo Collins who is membership chairman. Friends

It was suggested that the Friends might host the annual library meeting during National Library Week (in April) of the Gates-Chili school librarians, town librarians, turstees and school administrators.

Formal appreciation was expressed to Mrs. Ireland for entertaining in her home at a brunch for the Volunteers and Staff. They all enjoyed it very much. Thanks

Mrs. Totman reported the following people had been sent Thank you notes as indicated:

Mrs. Gordon McCowan, 16 Halock Rd. - magazines
Mrs. Merlyn Brown, 901 Coldwater Rd - paperbacks
Mr. & Mrs. Chester Carlson, Pittsford - "The 3 Pillars of Zen"
Mrs. Maud Parsons, 442 Paul Rd - books
Mrs. Gerald Oesterly, 3 Wills Rd - childrens books
Mrs. Frank Breiner, 431 Fisher Rd - box of books
Mrs. Donald Lathrop, 2019 Westside Dr - a book
Mrs. W. Stein, 60 Creekview Dr. - books
Mrs. Mary Dillon, 46 HiTree Lane - records and books
Mrs. David Henderson 795 Pahl Rd. - pictures, clippings, books
Mrs. Fred Stoffel, 580 Chestnut Ridge Rd. - books

Gifts

Mr. Borlen will be out of town in June. Mr. Mason and Mrs. Ireland will meet with Mr. Kent to expedite building plans.

Meeting adjourned at 5:30 PM.

Respectfully submitted,

Barbara M. Ireland

Barbara M. Ireland, Secretary

REGULAR MEETING OF THE CHILI PUBLIC LIBRARY TRUSTEES July 1966

The meeting was called to order by the Chairman, Mr. Borlen at 7:40 pm July 11, 1966.

Members Present: Mr. Borlen, Mr. Mason, Mrs. Totman, Mrs. Ireland
Mrs. Potter
Librarian: Mrs. Emens

The minutes of the previous meeting were approved as corrected.

Communications: Mr. Macomber - re - Price estimate for building
Mrs. Enquist - re - Receipt of Federal Aid Forms

Librarians report:

Bills - Mr. Mason moved, Mrs. Totman seconded the motion to pay bills on abstract No. 32 pg 1. No. 65 thru 77 Bills for the amount of \$590.29. Motion carried.

Trialbalance was discussed.
Payroll was reviewed.
Fine monies record was reviewed.
Circulation for June was 4,681
Book stock 12,054 - records 404

On Wednesday July 6 we had a record circulation day of 549. People evidently intended to beat the heat with books.

Mary Wickins with the help of teenage volunteers is making the Story Hours at the school playgrounds a success. Attendance has been - Brasser -50, Ballantyne - 15, N.Chili - 25, Chestnut Rdg. - 15, Clifton - 20. Vacation reading club for the older age group reports - 14 - 18.

Very few Volunteers have been working during the summer this puts a heavier load on the staff. Jean Gardner, and Bette Alderman are moving out of town. Letters of appreciation are in order for Jean, who has been an excellent worker every Monday night since we opened, and Bette Alderman who did such beautiful things for our bulletin boards and more recently has been acting as Volunteer Chairman.

Judy Weinreber will be leaving as a Page. A token of appreciation will be given her.

Janet Mollory and Edith Rissberger are volunteering as pages.

Mrs. Potter will be working with Mrs. Emens and teachers from Pius X in an attempt to reach better cooperation in filling reading requests for Pius students in the future.

Mrs. Emens and Mary Wickins were praised for their work on publicity.

Mrs. Totman reported a balance of \$71.00 in the Memorial fund.

The following people have made donations to the library:

Mrs. Bruce Mc, Laren
Mrs. Mary Parkhurst - New book in Memoriam
Miss Brewer
Mrs. Derek Chapman
Florence Brasser PTA - New gift book
Mrs. Robert Warner - set of encyclopedia
Mrs. Harold Sentiff - paperbacks
Loyal Nutting - box of books
Mrs. Wsann - nice collection of books
Mrs. Gardon Mosher - gift books
Jim Walker - a group of books
Mrs. G. Oesterly - New book in Memoriam
Mrs. Gertrude Bonehill - New book in Memoriam
Churchville-Chili Central Yearbook Staff - copy of the Crest

The State aid check has been received. \$2,278.19 Up 159.38

State
Aid

Mrs. Emens will be on vacation Aug. 8 - 19

Following a discussion of purchase of shelving and estimates given by Mr. Platner of Heinrich Siebolds, a Motion was made by Mrs. Potter seconded by Mrs. Totman authorizing Mrs. Emens to purchase 4 high stacks and 4 extra shelves from Heinrich Siebolds as quoted. Purchase not to exceed \$300.00. Motion carried.

Purchase
shelves

After verbal discussion with Mr. Tomer, Town Attorney and further discussion with board it was decided not to push any collections at this time.

Fines

Motion to ammend the Bi-laws as read in June was reread and carried. New copies need to be made of the Bi-laws.

Bi-laws

Letters to Mr. Hacker and Mr. Macomber abt. Jul. 18 mtg.

Booklet made by Mr. Glen Margeson for the Chili Presbyterian Church - 150th Anniversary was presented to the Library by Mrs. Ireland.

A discussion took place about the timing of the referendum in relation to school tax bills.

A meeting will be held Wed. at 1:30 pm in the library to discuss agenda for joint town board and library board meeting July 18, and to work on the preparation of the budget.

Meeting adjourned at 9:30 pm.

Respectfully submitted,

Barbara M. Ireland

Barbara M. Ireland, Secretary

SPECIAL MEETING * CHILI PUBLIC LIBRARY TRUSTEES July 13 1966

A Special Meeting of the library board was held on July 13, 1966

Members present: Mr. Borlen, Mr. Mason, Mrs. Ireland
Mrs. Emens, librarian

Procedure and general objectives for the meeting Monday, July 18th with the town board were discussed. Mtg.

Pertinent material was assembled.

The 1967 budget request was discussed at length. Tentative amounts were noted to be voted upon at the August meeting. Budget

Mrs. Emens will arrange a meeting with Mr. Borlen and Mr. Vail about the insurance amounts and coverage. Insurance

Mr. Mason moved and Mrs. Ireland seconded the motion to hold the Aug. meeting on August 1 - one week early - because of vacations. Motion carried. Mtg.

Mrs. Emens submitted an outline of material to be included in a folder to be published by MCLS. She will discuss it with them after the next book meeting. Folder will primarily be used in a new residency letter. Folder

RESOLVED that \$15,000 be placed in a time deposit account with Marine Midland Trust Company at $5\frac{1}{4}\%$ interest for three (3) months on July 20, 1966, for Chili Public Library. (Time deposit No. 1039 for \$19,225.00 is due July 20, 1966. *Resolution by Mr. Mason. Sec. Mrs. Ireland. Carried.* Time Deposit

Meeting adjourned at 4:15 pm.

Respectively submitted,

Barbara M. Ireland

Barbara M. Ireland, Secretary

MEMBERS PRESENT: Supervisor Kent, J. Menihan, R. Criddle, L. Moore, W. Callahan, Attorney C. Tomer.
Chairman Borlen, C. Mason, A. Potter, V. Totman,
B. Ireland, Consultant H. Hacker (MCLS) Architect
A. Macomber, Librarian H. Emens.

Introductions were made by Mr. Kent and Mr. Borlen.

Mr. Borlen stated the case for the urgent need for more library space, it's many services to the community and the previous work done on library planning.

Mr. Hacker spoke in regards to size of the planned building, population growths and adequacy of recently built libraries in other towns in the county. Federal aid is tighter now because of the increased number of requests. However, aid - if given - may be 35% instead of 25%. Preliminary approval will not be given until September, and then it will not be definite.

Mr. Macomber spoke in regards to his current estimate of cost of building plans submitted.

Both recommended enlarging the building if anything.

Mr. Hacker stated that there were arguments pro and con for 1 large town library or several small ones. The present thinking of the Chili library board is for additional branch libraries as the town grows, because of the size of the town. With the first branch in N. Chili.

The bonding was discussed. Mr. Tomer felt this would cause no delay. The town board agreed that the referendum would be held for \$190,000.00 including \$20,000.00 for equipment, with bonding for 30 years with \$6,000.00 retired each year. There was no decision on a down payment. The cost to the taxpayer was discussed. The date of Sept. 20, 1966 was selected for the vote on the referendum.

A brochure was discussed. It was felt that it should be mailed out well in advance of the vote. The town board would like to see it before it is mailed.

A public information meeting was felt necessary, but no date was set aside for it. (Sept. 14th?)

Meeting adjourned at 9:15.

Following which the Library Board discussed with Mr. Macomber the floor plan and work room size. We will have to have a satisfactory floor plan layout for the brochure.

Meeting adjourned at 9:45.

Respectfully submitted,

Barbara M. Ireland

Barbara M. Ireland, Secretary.

The August meeting of the trustees was called to order by the Vice Chairman, Mrs. Potter at 7:45 p.m.

The minutes of the previous meeting were approved as mailed - with the addition of the interest rate of 5½%.

Members present: Mrs. Potter, Mr. Mason, Mrs. Ireland
Mrs. Emens, librarian
Mr. Carl Moore - guest

Correspondence: Vail Agency, Inc. re - Insurance
H-S Industrial Equipment Inc. re - shelving

Librarians report:

Bills were presented. Mr. Mason moved, Mrs. Ireland seconded the motion to pay bills on abstract # 33 page 1, claims No. 78 thru 88 for \$689.22. Motion carried.

Bills

Mrs. Emens reported on correspondence and meeting between Mr. Borlen and Mr. Vail and herself in regards to insurance for the library. Coverage will be lowered on the screen and raised on books and equipment. Coverage for library equipment - \$3400.00; books \$8,750.00; screen - \$350.00. Premiums for 1967 - \$63.60. (Special library insurance was investigated but we are not eligible since we are in a town building)

Insurance

A new inventory was presented.

Circulation for July was 6242 an increase of 467 over 1965. The week of July 25 - 29 a record circulation of 1,582 books.

Record
Circulation

Book stock is 12,197. - Fines monies - \$636.87

Judy Weinreber, page is leaving. She hopes to go to library school. Nancie Jewell will take her place.

Mrs. Everett Campbell may be interested in working in the library, she is now B.J.'s secretary.

A Picnic for the volunteers was suggested.

Mrs. Wenckert, Mrs. Ireland, and Mrs. Emens visited Henrietta, Greece, and Irondequoit libraries to determine needs for storage and workroom space.

August 9th between 2 and 3 pm Certificates will be given to the Vacation Readers Club members.

A Motion was made by Mrs. Ireland, seconded by Mr. Mason that the budget of \$25,773.60 be requested from the town funds as itemized. Motion carried.

Budget

RESOLUTION - by Mr. Mason, seconded by Mrs. Ireland, carried that Employees receiving more than \$1000 a year are automatically included in the pension plan, if they so choose.

August meeting Library board continued -

A discussion of the brochure took place. Mrs. Ireland and Mr. Borlen met with Mr. DeFreest of Rochester Business Service, who printed the last one. His estimate is about \$150.00 for 5000. He can do them in about 4 or 5 days. Motion was made by Mr. Mason, seconded by Mrs. Ireland that we plan on having him do the brochures and to also purchase 1500 stamped envelopes with return address printed on them for an amount not to exceed \$300.00

Mrs. Emens will contact Mr. Macomber and clarify workroom and floor-plan layout for the brochure. Mrs. Ireland contacted Mr. Macomber Thursday and he will retouch the print of the proposed building so that there is a contrast between the existing building and the proposed library - marking each part.

Copy for the brochure was gone over again.

Friends of the Library have been alerted about the referendum and are planning a board meeting Aug. 16.

Mr. Moore has volunteered to help us out with publicity. Mrs. Emens spent some time with him in the library telling him about our services. We spent quite a bit of time discussing publicity and where he could fit into the picture.

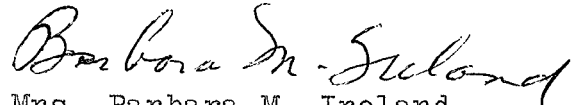
Mrs. Potter moved, and Mr. Mason seconded the motion that - the Library Board Proclaims the month from August 19 until September 19 as Official Get Acquainted with Your Library Month in Chili. Motion carried.

Mr. Moore will undertake to create interest in the library thru our local papers.

Mrs. Mallory and Mrs. ~~Wynn~~ Henderson with Mary Wickins will operate the library while Mrs. Emens is on vacation for 2 weeks.

Meeting adjourned at 9:50 pm.

Respectfully submitted,



Mrs. Barbara M. Ireland,
Secretary

ANNUAL ESTIMATE FOR LIBRARY BUDGET

TOWN OF ORILLI

FOR YEAR 1967

REVENUES:

To be raised by direct taxes	25,773.60
Fines	500.00
State aid	2,100.00
Unexpended balance	1,000.00
Total	<u>\$29,373.60</u>

DISBURSEMENTS:

Payroll	15,200.00
Equipment	1,500.00
Books & Records	9,800.00
Office supplies	450.00
Mileage & Misc.	300.00
Social Security & Retirement	2,000.00
Insurance	63.60
Postage & Petty cash	60.00
Total	<u>\$29,373.60</u>

Dated: August 2, 1966

Signed by Barbara E. Ireland
Secretary

Voted at board meeting Aug. 1, 1966

C
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CHILI PUBLIC LIBRARY BOARD OF TRUSTEES MEETING

Sept. 6
1966

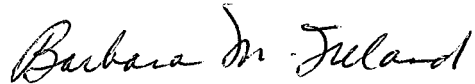
A Special Meeting of the trustees was held on Sept 6, 1966
at 12:00 pm.

ALL members present

Resolution was made that \$75.00 be used for the purchase
of stamps for the brochures. It was unanimously approved. Stamps.

Meeting adjourned at 12:15.

Respectfully submitted,

A handwritten signature in cursive script that reads "Barbara M. Ireland".

Barbara M. Ireland
Secretary

Sept. 1966 meeting continued

A detailed report of the many hours spent and the many people involved will be made by Mrs. Ireland as soon as possible. Special thanks goes to Carl Moore who so ably helped us with publicity.

A MOTION was made by Mr. Mason, seconded by Mrs. Potter and carried that Mrs. Emens attend a YP book meeting at RPL.

Meeting

RPL has changed their ordering system and Mrs. Mallory is now typing book orders. This has speeded up receiving new books because a new form is being used and RPL is not retyping these.

Circulation for August - 6,808 up 1,326 over '65. This a gain of 566 over July which broke all records.

Book stock 12,543 Records 419

Fines collected to date \$750.57 (Sept. 12)

Mrs. Potter and Mrs. Emens met with the Principal of St. Pius and two lay employees from Holy Ghost. The feelings were good. They were amazed to find how much information we could supply, and will cooperate with us so that we may serve them better.

With summer over adult volunteers are returning. Jane Lesh is new. Mrs. James Emerson has offered to help. Nancie Jewell will meet the Trustees at the next meeting. She is working. Linda Marx will be working on Saturdays, replacing Karen Seely.

An application for employment has been filled out by Mrs. Winchell a new resident at 38 Archer Rd. She is a Senior Library Clerk and has been working for the city. She will be interviewed by the library board.

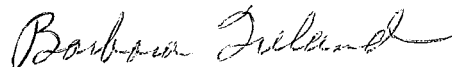
A MOTION was made by Mrs. Totman, seconded by Mrs. Potter and carried Salary that Mrs. Mallory's salary as clerk typist be changed from \$1.75 per hour to \$1.90 per hour, starting with the first pay period in October. She is authorized to work an additional 5 hours a week as needed but to continue on a temporary basis.

A review of application and the O.K. of preliminary funds was made.

Mr. Borlen reported that he had talked with Mr. Hacker on the 22nd. and had also talked with Mr. Macomber, the architect.

Meeting adjourned at 5:15.

Respectfully submitted,



Barbara M. Ireland, Secretary

REGULAR MEETING CHILI LIBRARY BOARD OF TRUSTEES MEETING

Sept. 12
1966

The meeting was called to order at 7:30 pm by the Chairman, Mr. Borlen.

Members present: Mr. Borlen, Mr. Mason, Mrs. Ireland, Mrs. Potter
Mrs. Totman
Librarian: Mrs. Emens

The minutes of the previous meeting were approved with the correction of the abstract amount to read \$629.58 rather than \$689.22. Aug. Bills

Correspondence: Mrs. J. Enquist - re -Federal Aid

A discussion took place concerning the above question of the amount of per capita expense spent in Chili, plans for 20 years, and the size of the Town property, which is 21 acres. Mr. Borlen and Mrs. Ireland reported on a meeting with Mr. Hacker about this. Mr. Mason, Mr. Borlen and Mrs. Ireland had previously met with Mrs. Horstman and Mrs. Emens and had rechecked the amount of library operating expenses which are not separate items, since we are an integral part of the town building and staffing. A MOTION was made by Mrs. Totman, seconded by Mr. Mason and carried that if it is deemed advisable in order to receive Preliminary assurance of Federal Aid for our building plan before the Information Meeting Mr. Borlen is authorized to visit Albany or otherwise contact the necessary persons at library expense. Expenses

A Motion was made by Mrs. Potter and seconded by Mr. Mason and carried that Items 89 thru 106 totaling \$720.21 on abstract #34 page 1 be paid. Bills

The Information Meeting to be held Sept. 14 at 8 pm by the Town Board with the Library Board, the Town Attorney, The Architect (Mr. Faragher) and Mr. Hacker present to answer questions was discussed at length. (Procedure, possible questions, etc)

A Motion was made at 9:15 by Mrs. Ireland, seconded by Mrs. Potter and carried that the meeting be recessed to be recalled by the Chairman at his convenience.

Sept. 27

The meeting was re-called to order by the Chairman, Mr. Borlen at 3:30 pm on Sept. 27, 1966.

Present: Mr. Mason, Mrs. Potter, Mrs. Ireland, Mr. Borlen, Mrs. Emens.
and Mrs. Totman.

All had been present at the information meeting which went reasonably well and was held to an informational meeting by Mr. Kent. Mtg.

The referendum was held on Sept. 20 from noon until 9:00 pm with a total number of votes of 1070 cast. 638 - affirmative. 432 negative. A majority of 206 in favor of the library building. Vote

Preliminary approval had finally been confirmed the night before the vote and Mr. Borlen with the help of Mr. Carl Moore were able to get this news on the Radio, TV and in the morning paper. Mr. Borlen spent considerable time and effort in reaching the appropriate people in Albany. He reported the outcome of the referendum to Mr. Stewart in a letter dated Sept. 22, 1966.

The regular monthly meeting was called to order by the Chairman, Mr. Borlen at 7:35 p.m. on October 10, 1966.

Members present: Mr. Borlen, Mr. Mason, Mrs. Ireland, Mrs. Potter, Mrs. Totman.
Librarian: Mrs. Emens

The minutes of the previous meeting were approved as mailed. Mrs. Potter noted with appreciation the notations in the margin of the minutes.

At the suggestion of the Library Board Mrs. Emens is attending mileage approved courses at Geneseo Library School. In view of this a MOTION was made by Mrs. Totman, seconded by Mrs. Potter and carried that as of Oct. 10, 1966 Mrs. Emens will be paid 10¢ a mile to attend these courses, not to exceed 2 trips to Geneseo and 1 to Rochester per week.

After discussion of a possible form for the librarians report it was decided that Mrs. Ireland will talk with Mrs. Emens and a report form draft will be brought to the next meeting.

Nancie Jewell met with the Board. She was a volunteer page in June Staff and will be working as a page this fall.

A MOTION was made by Mrs. Potter, seconded by Mr. Mason and carried Bills that bills on abstract No.35 pg 1 items 107 - 124 totaling \$852.09 be paid.

Items: 106, 107, 109, 112, 114, 117 totaling \$343.58 plus \$75.00 Referendum cost for stamps on Sept. 6 making a grand total of \$418.58 - referendum expenses may be reimbursed to our regular library fund after the bonds are issued for the building.

A MOTION was made by Mrs. Ireland, seconded by Mrs. Totman and carried the Mr. Borlen renew the time deposit due Oct. 20 for the Time Deposit amount and time that he deems appropriate after study of the bills with Mrs. Emens.

Mrs. Totman reported on the Memorial fund. see attached sheet. Gifts

Mr. Borlen and Mrs. Ireland and Mrs. Emens attended the Library Convention in Syracuse on Oct. 7. We talked briefly with Jean Connors. She was pleased that our library referendum was successful.

There will be a trustees workshop Sat. A.M. Oct. 22 in Henrietta. mtg. Mr. Borlen and Mrs. Emens plan to go.

Mr. Borlen reported: Oct. 4 - met with Mr. Kent - no decision was reached on who would supervise the construction.
Oct. 6 - met with Mason and Ireland - discussed floor plan and work areas.
Oct. 10 - 3 also met with Mr. Macomber at 10 AM - after brief discussion he was given the go ahead on all preliminary work.

Next meeting may be Nov. 7. - Meeting adjourned at 9:15.

Respectfully submitted:

Barbara M. Ireland
Barbara M. Ireland, Secretary

CHILI PUBLIC LIBRARY

LIBRARIANS report October 10, 1966

October 1966

Circulation: Sept. 5390 up 1385 over Sept. 1965

Book stock 12,779

Records 418
Fines collected Sept. _____ Total 1966 to date \$837.67

Staffing: Bertha would like to take a week's vacation next week. Doris will cover for her and she will also come in Wed. morning while I have ~~xxxxxx~~ book meeting.

Story Hour-Betty Duncan will again do Story Hour. It will start Oct. 12th and will Weds this time instead of Thurs.

I attended the Convention in Syracuse with Dave and Barbara. Nothing new was said, it was just phrased differently. I enjoyed it very much. the displays were most valuable. I was disappointed there were not more furniture representatives. Attendance was very good.

Trial Balance - attached.

Payroll - submitted for review.

Nancie Jewell is very good as a page.

Mr & Mrs. Eleanor Daniels 133 Crescent Hill Rd. New York on San Bush Pittsford

Mr. Don J. Verduyn 40 Jensen Dr. gift books

Helen Emens
Librarian

CHILI PUBLIC LIBRARY

MEMORIAL FUND

October 1966

Balance \$63.63

The following people have made gifts to the library and have received a Thank You note:

Dr. & Mrs. Edwin Rague	3390 Chili Ave	3 best sellers
Mrs. Frank Slominski	55 Laredo Dr.	National Geographics
Mrs. Jesse Warner	2361 Scottsville Rd.	New Book
Marilyn Daggar	76 Golden Rd.	YP books
J. Grimsley	9 Starlite Dr	9 Science Fiction
Mr. T.R. Noonan	3715 Chili Ave	gift books
Mrs. Leslie Knox	3711 Chili Ave.	YP books
Mrs. Leo Bischoff	30 Lynda Lane	Nice collection (moving)
Bob Avery	59 Chestnut Ridge	box of books
Jane Sinden	158 Hillary Dr.	gift books
Herbert Van Scooter	38 Mercedes Dr.	children's books
Mr & Mrs. Chester Carlson	133 Crescent Hill Rd. Pittsford	New book on Zen Budh
Mrs. Henry Versluys	40 Jensen Dr.	gift books

The meeting was called to order by the Chairman, Mr. Borlen at 8:00 p.m. on November 7, 1966.

MEMBERS PRESENT: Mr. Borlen, Mr. Mason, Mrs. Ireland, Mrs. Potter Librarian, Mrs. Emens.
Mrs. Totman absent because of illness.

Minutes of the previous meeting were approved as mailed.

Correspondence: Mr. R. Stewart re- referendum, application for federal aid.
University Microfilms, Inc. re- location of Microfilm readers in the area.

A MOTION was made by Mr. Mason, seconded by Mrs. Potter and carried Bills that bills on Abstract #36 pg. 1 - items 125 thru 147 totaling \$1,791.94 be paid.

Noted: Item 131 for \$63.55 for the legal advertisement for the referendum may be deducted in the future and included with building costs. Referendum
Cost

The time deposit of Oct. 20 was renewed for \$10,000 for 30 days, \$5,000.00 was placed in the active account. Time
Deposit

A MOTION was made by Mrs. Ireland, seconded by Mr. Mason and carried that Mr. Borlen renew the time deposit due Nov. 20 for the time and amount he deems appropriate after study of the bills with Mrs. Emens.

Trial balance was discussed. Record of fines and payroll were reviewed.

Librarians report:

Librarian

Circulation Oct. '66 5,701 - '65 4,506 up 1,195 Report

Book count 12,977 records 513

A MCLS grant of \$55.00 for childrens books has been received. MCLS
Grant

Story Hour will end Nov. 16. The next session will be in Jan. 67. Betty Duncan continue to donate her time for this. Story
Hour

Nov. 4 and 7 the second grade classes from Florence Brasser school visied the library. Helen Dodgson and Eleanor Borlen volunteered extra time for this. Special
Program

Carolyn Emerson is a new volunteer in the library Volunteer

Old Business:

Mr. Borlen and Mrs. Emens attended the Trustees Legal workshop Oct. 22. A simplified reference information pamphlet on legal aspects pertaining to libraries was made available at this meeting. Mr. Stewart was also at this meeting. Work-
shop

Nov. '66 Library Trustees Meeting continued-

Mr. Macomber has promised to have the complete plans and specifications ready for bids by Jan. 15, 1967.

Plans

A form for the librarians report was discussed.

New business:

A MOTION was made by Mrs. Potter, seconded by Mrs. Ireland and carried authorizing the purchase of a 3 drawer metal file, the price not to exceed \$80.00.

Equipment
Purchase

A RESOLUTION was adopted that the library be closed on Thanksgiving Day (November 24, 1966) Christmas (December 26) New Years Day (January 2, 1967) (The library is routinely closed Sundays)

Holiday
Closing

Salary will be paid to Mrs. Emens and Mrs. Henderson for the three holidays at the regular amount for 7 hours each day.

Holiday
Salaries

We have received the new Encyclopedia Americana and will offer for sale the old one.

Mrs. Potter reported she and Mrs. Emens are working on plans for a meeting of all school librarians in the town of Chili.

Adjourned - 9:30 p.m.

Respectfully submitted,

Barbara M. Ireland

Barbara M. Ireland, Secretary

The meeting was called to order by the Chairman, Mr. Borlen at 8:15 pm on December 12, 1966.

MEMBERS PRESENT: Mr. Borlen, Mr. Mason, Mrs. Ireland, Mrs. Potter
Mrs. Totman
Librarian, Mrs. Emens

Minutes of the previous meeting were approved after the following correction: - "3 drawer metal file" should read "book truck". Prices of metal files will be brought to the next meeting.

a MOTION was made by Mrs. Potter, seconded by Mrs. Totman to pay bills on Abstract #37 page 1 items 148 thru 175 totaling \$2,538.57. Motion carried. Bills

Prices were given for both 3 and 4 drawer file cabinets. A MOTION was made by Mr. Mason seconded by Mrs. Ireland that the 4 drawer file cabinet with lock be purchased from Yawman & Erbe. Motion carried. Equip-ment Purchase

A discussion took place regarding maintenance contracts for the adding machines and typewriters. No contract will be made at this time.

On Dec. 7 Mrs. Annis brought her 2nd grade from Washington Irving School to visit the library. Elaeor Borlen volunteered extra time in the library to assist. Some of the thank you letters from the children were brought in.

New Volunteers: Mrs. Bea Tyson, Miss Donna Nothnagle (page) New Volunteers
There will be a \$300.00 equipment grant from MCLS

Mrs. Potter presented a letter which she had sent Mrs. Emens indicating the nature of large reference purchases to be made in the public school libraries.

Mrs. Totman moved and Mr. Mason seconded the MOTION that Mrs. Potter and Mrs. Emens arrange meeting of the school librarians, both public and private, for the purpose of correlation of materials and programs and acquainting them with what is available in the library. Tentative date is Jan. 31. Motion carried.

A MOTION was made by Mrs. Ireland, seconded by Mr. Mason that the time deposit due Dec. 20 be renewed by Mr. Borlen for the time and amount he deems appropriate after study of the bills with Mrs. Emens. Time Deposit

Mrs. Totman reported a balance in the Memorial Fund of \$61.93. Mem. Fund
Thank you notes were sent as listed on attached sheet.

Mr. Borlen reported on the progress of building plans.

Monday Nov. 28 at 4:00pm a special meeting of the library trustees was held for the discussion of the amount of space to be allocated to the workroom of the new library. (All present)

A MOTION was made by Mrs. Potter, seconded by Mrs. Ireland that the partition across the rear (south) of the building be made straight and not L shaped as previously indicated. Resulting space to be at least 12 feet wide. Work Room

(Mr. Borlen reported)

December minutes continued -

Nov. 29 - meeting 1:30 to 4:45 - Mrs. Wenckert, Mrs. Emens, Mrs. Ireland

Dec. 2 - Meeting 1:00 p.m. Mr. Borlen, Mr. Mason, Mrs. Ireland

2:00 p.m. Mr. Macomber

(consulted also with Mr. Kent)

Dec. 7 - Meeting 9:00 a.m. - 12:30 Mr. Borlen, Mrs. Ireland, Wenckert, Emens

Dec. 14 - Mrs. Ireland attended RPL meeting with Mrs. Emens

A RESOLUTION was unanimously approved tha Mr. Borlen write a letter to Mr. Kent that Mrs. Ireland be reappointed to the library board.

Term
Ireland

Meeting adjourned at 9:30 pm.

Respectfully submitted. *B. J.*

Dec. 30

A 3:00 p.m. December 30, 1966 Mr. Borlen called a meeting to order for final business of the year.

Mr. Macomber, his assistant and his heating engineer discussed details of the building plans with us. Mr. Entress was also present.

Plans

4:00 p.m. business meeting. (All present except Mrs. Totman)

A Motion was made by Mr. Mason seconded by Mrs. Potter that bills on abstract #38 page 1 No. 176 through 196 totaling \$2,333.00 be paid. Motion carried.

Bills

A Motion was made by Mrs. Potter, seconded by Mrs. Ireland and carried that funds be transferred as needed to balance the accounts.

Funds

Next meeting January 9 at 7:30 p.m.

Respectfully submitted,

Barbara M. Ireland

Barbara M. Ireland
Secretary