

The meeting was called to order by the Chairman Mr. Borlen at 7:35 p.m.
Monday, January 9, 1967.

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

The minutes of the previous meeting were approved as mailed.

Communications: Town Board - Mrs. Ireland reappointed for 5 year term.

Report of Librarian:

Circulation Dec. '66 - 4605 - Dec. '65 3898 - up 707	
Bookstock - 13,612 Records - 548	
Total fines for the year - \$1,059.72	<u>Fines</u>
New Volunteer Pages - Cathy Mahar, 51 Gateway Rd.	
Diane Pratt, 285 Chestnut Rdg. Rd.	<u>N. Volunteers</u>
Connie Wickins will ask a "Friend" to pour for the joint meeting with school librarians on Jan. 31.	

Mrs. Emens left the meeting early to give a talk and show a film to the Hubbard Springs Garden Club.

Appreciation was made of Mrs. Irelands reappointment to the board. Term

Election of Officers: Mr. Mason Moved, Mrs. Potter seconded the MOTION that Mr. Borlen, Chairman; Mrs. Potter, Vice-Chairman; Mrs. Ireland Secretary; and Mrs. Totman, Treas. of Memorial Fund continue for 1967 because of present involvement in building plans. Unanimously approved.

Mrs. Totman reported \$71.93 in the Memorial fund. One Memorial book was given by F. Jacobs & Wm. Wilcox family for Olwen Sperry. Also the Memorial book is being brought up to date and will include a list of the Volunteers. Mem Fund

Following a report by Mrs. Ireland and Mr. Borlen of a personnel salary review on Jan. 5th a MOTION was made by Mrs. Totman, seconded by Mrs. Potter and carried that Mrs. Emens, Mrs. Henderson, and Mrs. Mallory each receive an increase of 10 cents per hour starting with the next payroll period in January. Salary Increase

A MOTION was made by Mr. Mason, seconded by Mrs. Totman and carried that the Trustees Foundation dues of \$2.00 each be paid for Mr. Borlen Mr. Mason, and Mrs. Ireland. Dues

Regarding Extended Services of MCLS such as copying service and borrowing by mail - Mrs. Potter moved and Mr. Mason seconded the MOTION that Mrs. Emens bring more complete information to the next meeting for a discussion of policy and publicity. Motion carried. E. Service

Jan. 9, 1967 Trustees meeting continued.

More trustee stationery will be ordered and further consideration of the letter to new residents will be made.

A report of progress on building plans was made by Mr. Borlen. As soon as working drawings are received a joint meeting will be planned Building with the town board. Mr. Bernard Entress, an experienced builder and town assessor will supervise construction of the library building.

Meeting adjourned at 9:10 p.m.

Respectfully submitted,

Barbara M. Ireland

Barbara M. Ireland, Secretary

CHILI PUBLIC LIBRARY BOARD OF TRUSTEES MEETING February 1967

The meeting was called to order by the Chairman, Mr. Borlen at 8:00 p.m. February 13, 1967.

MEMBERS PRESENT: Mr. Borlen, Mrs. Ireland, Mrs. Potter, Mrs. Totman.
Mrs. Emens, librarian
Mr. Criddle, liaison with the Town Board
Mr. Mason - absent (out of town)

Communications: Feb. 10 - Chili Town Board - re - appointment of Mr. Criddle - liaison

The minutes of the previous meeting were approved as mailed.

Acknowledgement was made of the letter from the Town Board appointing Councilman Robert L. Criddle as liaison between the Town Board and the Library Trustees. The board was very pleased of the cooperation of the Chili Town Board. liaison
mbr.

Bills were presented. A MOTION was made by Mrs. Ireland, seconded by Mrs. Potter and carried that bills on Abstract #39 page 1 - No. 1 thru 19 totaling \$1,679.09 be paid. Bills

Circulation report - Jan. '67-6,048 up 1,169 over Jan '66 Report

Book stock - 14,114 Records - 572

The librarian reported a \$50.00 book grant from MCLS.- for the purchase of books on sex education. The focus meeting was held last Wednesday and the books were reviewed. Enough were ordered to take advantage of the grant. A discussion followed on the location of these books in the library, whether they were on open shelves or not. Further discussion will be held at a later date. MCLS
Grant

Both Mrs. Emens and Mrs. Potter reported on the meeting with the school librarians serving Chili held Jan. 31st. Twenty of a possible twenty-four attended on a very nasty day. Frieda Falløsen took care of the tea table and donated the coffee and cookies. Plans were made for better communication relating to assignments and research demands and information was given concerning the nature and extent of our collection. It was suggested that the meeting be repeated after the new library is open and include the principals of the school as well as the librarians. Mtg
School
Librari-
ans

Mr. Paul Johnston from the Times Union would like to run an article on the progress of the library. It is suggested that he contact Mr. Borlen. Publicity

Nancy Kelly - Brewster Lane is a new teenage volunteer - Fri. 3-5 Vol.Page

Susan Fisher, who applied last July, will replace Barbara O'Connor, who resigned, as a page. Page

Susan Bean, a former page, now attending library school would like a summer job.

Library Trustees February 1967 meeting cont'd

Mrs. Totman reported on her progress with the Memorial and Gifts record book.

Mem.

Mr. Borlen reported on the progress of the building plans:

Discussion and work meetings were held with Mrs. Emens, and Mrs. Ireland on Jan. 23rd and 25th. A Meeting was held with Mr. Hacker and his staff on Jan. 26th. These meetings considered the various information needed for the final application for federal aid.

Federal

Aid

Plans

We have just received the specifications from the architect. Mr. Entress and Mr. Tomer will be asked to review them.

A meeting with the Town Board will be suggested for Monday evening for final review.

A Special Meeting of the Library Board will be held Monday at 3:00 PM. for the purpose of finalizing the federal aid application.

Mtg.

Meeting adjourned at 9:15 pm.

Respectfully submitted,



Barbara M. Ireland,
Secretary

CHILI PUBLIC LIBRARY BOARD OF TRUSTEES MEETING February 20, 1967

A meeting of the trustees on February 20, 1967 was called to order by the Chairman, Mr. Borlen at 3:30 p.m. to review the specifications and working drawings of the new building and for completion of the final application forms for the federal funds.

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

Mr. Borlen reported that on Feb. 17 he met with Mr. Kent, Mr. Tomer, Mr. Entress and Mrs. Ireland for a discussion of the specifications and other pertinent information in regards to the application. Mr. Entress had previously reviewed the specifications and found them satisfactory.

mtg.

Mrs. Ireland moved and Mrs. Potter seconded the MOTION that the application for federal funds be submitted as directed in the application. MOTION was unanimously approved.

Fed.
Aid
Forms

A MOTION was made to pass a RESOLUTION insuring that all bidders and contractors for construction let in connection with the new building be required to give assurance of compliance with Federal Civil Rights Act of 1964 Title VI, dated 8/18/1965. Unanimously approved.

Civil
Rights
Form

Meeting adjourned at 5:00 p.m.

Respectfully submitted,

Barbara M. Ireland

Barbara M. Ireland
Secretary, Library Trustees

CHILI PUBLIC LIBRARY BOARD OF TRUSTEES MEETING March 13, 1967

The meeting was called to order by the Vice-Chairman, Mrs. Potter March, 13, 1967 at 3:30 p.m.

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

CORRESPONDENCE: Final application forms for Federal Aid, with accompanying information and specifications and working drawings were mailed to Albany on Feb. 22 and were received there Feb. 24 as indicated by return receipt.

Mrs. Ireland moved and Mrs. Totman seconded the MOTION to pay bills on abstract #40 page 1 items 20 thru 34 totaling \$860.57. Motion carried.

bills

Librarian report: Feb. Circulation - 5,909 up 697 over Feb. 1966
Bookstock - 14,133 Records 575
(Payroll reviewed, Fines reported)

library
rept

MCLS * Grants - \$50.00 children's records, \$50.00 large print books. (The record browser, pegboard A frame display and projector table have been received (MCLS equipment grant) Some of this has had to be stored because of lack of space

MCLS
Grants

Following a discussion of the work load on Wednesday nights, and an application for work as a page from Mary Fish, Mrs. Ireland Moved and Mrs. Totman seconded the MOTION to hire another page for 4 hours each week, making a total of 6 pages for approximately 4 hours each. Motion carried.

PAGE
hours

Mrs. Emens showed movies to the Wild Flower Garden Club at the home of Mrs. Raymond Stuart on Feb. 14. A movie was shown to the Story Hour Feb. 15.

Special
program

Mrs. Harold Isaacs, 80 Chestnut Dr. is a new volunteer
Miss Sara Scopa, 34 Laredo is a new teen volunteer page.

New
Volunteer

The new 'Service by mail' now operating at RPL.- No town library is offering this service at present. They can see no real advantage over inter-library loan and it would mean additional involvement with money and cards. We do however, offer the new 'Copying Service'. This service is available on request for 10¢ a page with a limit of 12 pages per book. A signed application is required assuring that the use of the material is not for commercial purposes. This service is handled through inter-library loan or ILL.

New
service

Mrs. Totman reported for the memorial fund.

Citation and appreciation was made for the marvelous job Mrs. Robert Criddle and her committee did on the Hobby Show on March 11 & 12 for the Friends of the Library. Over 400 attended and there were 29 exhibitors. Library books were a part of each exhibit. Mrs. M. Parkhurst had a display of Memorial giving to the library. Mrs. B.J. Connors had an exhibit on library work as a profession and the Library Club from the Gates-Chili HS staffed this exhibit. Mrs. Potter showed an interesting collection of bookmarks.

Hobby
Show

/Meeting adjourned at 4:45p.m.

Barbara M. Ireland
Barbara M. Ireland - Secretary

The meeting was called to order by the Chairman, Mr. Borlen at 8:00 p.m. April 10, 1967.

Minutes of the previous meeting were approved as amiled.

Communications: fr. Mrs. Enquist - re - Federal application

Bills were presented. A MOTION was made by Mrs. Potter, seconded by Mrs. Totman and carried that bills on abstract No. 41 page 1 items 35 thru 47 amounting to \$697.02 be paid. Bills

Trial balance was presented. Payrol was reviewed. Fines record book was reviewed. Circulation for March - 7,214 (up 1,165 over March 1966) rpts
Bookstock - 14,597. Records - 580

There will be a 'Story Telling' Workshop May 8 and 10. A MOTION was made by Mrs. Ireland, seconded by Mrs. Potter that Mrs. Emens and Mrs. Henderson both be authorized to attend these Workshops to be held in Henriettat library. Motion carried. work shop

Personnel changes: Susan Fisher will be leaving. Mary Wickins will work again this summer. A Cadet has been requested. Bonnie Thomas has made application for work as a page. Vacations were mentioned. Mrs. Ireland moved and Mrs. Potter seconded the MOTION that the summer program be outlined and brought to the next meeting for adoption. Motion carried. Staffing

A new page, Kathleen Watt met briefly with the board. Page

Special programs: A program for Chili Art Group - May 11, and one for 'Ida Post Chapter of YWCA May 9 (in Creekview) A film for Story Hour April 12. 27 Girl Scouts will visit the Library April 19.

Mrs. Totman reported \$76.93 in the Memorial Fund Mem.Fund

Mr. Greenfield had pictures of the Exhibits in the 'Friends' Hobby Show. He has given the library copies of them. Mrs. Criddle will include one to each exhibitor with her 'thank you' note. Friends

In regards to the application for Federal funds, which Mrs. Enquist says will be unavailable to us, it was UNANIMOUSLY RESOLVED not to reapply in the '67-68 program but to set in motion the building plans and secure the necessary bids as soon as possible. Building Plans

The plan to send a letter to new residents in the community acquainting them with our library will be tabled for the time being.

It was felt a letter of welcome to new personnel is in order but that it should be a personal letter and not a form letter.

Copies of the bi-laws were presented and the necessary changes read and found satisfactory for printing. Bi-laws

The RESOLUTION that the library be closed Tuesday, May 30, 1967, Memorial Day, was unanimously adopted. Holiday Closing

Minutes of April, 1967 Trustees Meeting continued -

A MOTION was made by Mrs. Ireland, seconded by Mrs. Totman and carried that Mr. Borlen be authorized to renew the time deposits at the best possible interest rate for the amount that he sees fit after review of the current operating needs with the librarian, according to our budget. Time
Deposit

A discussion took place with regard to the books included in the \$50.00 grant for books on sex education. The location of these books in the library and their availability was also discussed. A request was made that Book grants, Equipment grants (such as special gifts) come before the board prior to acceptance.

Meeting adjourned at 9:15.

Respectfully submitted,

Barbara M. Ireland

Barbara M. Ireland, Secretary

CHILI PUBLIC LIBRARY BOARD OF TRUSTEES MEETING

May 8, 1967

The meeting was called to order by the Chairman, Mr. Borlen at 8:00 p. m. May 8, 1967.

Members present: Mr. Borlen, Mr. Mason, Mrs. Ireland, Mrs. Potter
Mrs. Totman
Mrs. Emens, librarian
Mr. Criddle, liaison

The minutes of the previous meeting were approved as mailed.

Mrs. Emens presented the bills. Mr. Mason moved, Mrs. Totman seconded the MOTION to pay bills on abstract No. 42 pg. 1. No. 48 thru 65 for the amount of \$956.39. Motion carried.

Bills

Trial balance, Payroll, and record of fines were presented.

Lib.

Circulation: April - 5,867 up 436 over April '66

rpt

Bookstock - 14,902 Records - 604

A grant of \$75.00 has been made from MCLS for YP records.

Grant

Miss Bonnie Thomas, 890 Coldwater Rd., a new page, met briefly with the board.

Page

MCLS news: Mrs. Emens spoke briefly on the new Research Program which includes College libraries and has push button service.
Framed prints of famous paintings can now be borrowed from the Art Dept. of the main library on your library card.

Mrs. Totman reported no change in the Memorial Fund. Fourteen 'Thank You' letters were sent for gift books (see attached sheet)

Mem
Fund

Mr. Borlen reported that the bids will be opened at 4:30, May 9. Response to the bids was very good with a real representation of builders. The architect will peruse the bids and report on them. Mr. Tomer, the town attorney will be present.

Chr.
rpt

Summer Program:

Routine library activities
Story Hours at all 5 playgrounds (as last year) .
Pre-school Story Hour at the library
Reading Club at the library (ages 10-14)
Bring the Vertical file up to date
(Govt. documents, pamphlets, clippings, etc.)
Review of fiction collection
(weeding, mending)

Summer
Program

We will have a library Cadet working with us for 8 weeks starting June 22. This is a part of the Federal Library Program.

Cadet

Library Trustees Meeting - May 8, 1967 - continued.

Mrs. Emens' request to receive 2 weeks vacation without pay was Vacations
denied because it has been worked out that she will come in each day to supervise the cadet assigned to us. Mrs. Potter moved and Mr. Mason seconded the MOTION that Mrs. Emens receive 2 weeks vacation of 27 hours per week for a total of 54 hours at \$2.75 per hour, as last year, and she will receive 2 hours pay for each day, 5 days a week for 4 weeks for supervision work. Motion carried.

A MOTION was made by Mr. Mason, seconded by Mrs. Totman that Bertha Henderson receive a 2 week vacation of 35 hours per week for a total of 70 hours at \$2.20 per hour. Motion carried. "

A MOTION was made by Mrs. Potter, seconded by Mr. Mason that Mrs. Trott receive a 2 week vacation of 15 hours per week for a total of 30 hours at \$1.75 per hour. Motion carried. "

A MOTION was made by Mrs. Totman seconded by Mrs. Ireland that Doris Mallory receive a total ~~of~~ 10 hours vacation at \$2.00 per hour. Motion carried. "

A MOTION was made by Mrs. Ireland, seconded by Mrs. Potter that Mary Wickins be hired for summer work up to 35 hours per week as needed at \$1.75 per hour. Motion carried. Staffing

A MOTION was made by Mr. Mason, seconded by Mrs. Totman authorizing the hiring of pages up to 40 hours a week during July and August as needed in the absence of volunteers. Motion carried. pages

a MOTION was made by Mrs. Totman, seconded by Mrs. Potter that the library be closed Saturdays starting July 1 thru Sept. 4th. Motion carried. Closin

Meeting adjourned at 9:15 p.m.

Respectfully submitted,

Barbara M. Ireland

Barbara M. Ireland, Secretary

May 8, 1967

Gifts to the library:

Mrs. David A. Bailey	360 Chestnut Ridge Rd.	nice collection of books
Mr. & Mrs. Howard Brodersnn	3100 Chili Ave	nice selection of books
Mrs. Derek Chapman	7 Andony Lane	nice selection of books
Kenneth Connor	23 Hallock Rd.	books
Mrs. Mary Dillon	46 Hi Tree Lane	two delightful antique books
Mr. George Garnham	805 Marshall Rd.	books
Mrs. Don Goldstein	74 Chestnut Dr.	P.B. books
Suzanne Mary List	715 Marshall Rd.	YP-P.B. books
Mr. Chas. M. Otis	2860 Chili Ave.	Nation. Geog. magazines.
J. W. Simonds	7 Girard Circle	P.B. books
Mrs. Henry Versluys	40 Jensen Dr.	Books
Mrs. James Walker	17 Grenell Dr.	
Mrs. Martin Wehle	46 Stottle Rd.	n. collection j. sport stories
Jesse Warner	2361 Scottsville Rd.	2 new books

CHILI PUBLIC LIBRARY BOARD OF TRUSTEES MEETING

June 19, 1967

The meeting was called to order by the Chairman, Mr. Borlen at 8:05 p.m. on June 19, 1967.

Members present: Mr. Borlen, Mr. Mason, Mrs. Totman, Mrs. Ireland
Mr. Criddle

Absent: Mrs. Potter, Mrs. Emens

The minutes of the previous meeting were approved as mailed.

The librarians report showed:

Circulation for May '67 - 6,259 a gain of 1,511 over May '66
(3 county libraries showed losses from 175 to 209 ea)

Report

Bookstock - Jun. 14. - 15,339 Records -622

A Book Grant of \$150.00 on books dealing with the Negroes and the Negro problem will be given by MCLS.

Book
Grant

State Aid for this year is \$2,437.57. (This is based on 2.60% of our total book budget of \$10,104.00 and our share of 15¢ per cap. Cash Grant of \$13,752.70 for MCLSO

State
Aid

Emens

Mrs. will be taking 2 courses at Geneseo this summer.

Mileage

Mr. Mason MOVED and Mrs. Ireland seconded the MOTION to continue paying mileage at 10¢ per mile for these summer courses. Motion carried.

The Churchville-Chili Yearbook staff has donated a copy of the Crest to the library. Miss Karnischky at the High School was the advisor.

Gift
Book

Pages Linda Criddle and Amy Russo have left. Nancy Kozlowski will stay a little longer. A new Page Frances Woods, 36 Indian Hill Dr. a Jr. at Chvl-Chili HS will be asked to meet the board at the next meeting.

Pages

The Cadet will start June 23rd. Mary Wickins has done the preliminary work on the Story Hours. Flyers have gone to the schools.

Fine book, payroll and trial balance were reviewed.

Bills were presented. Mr. Mason moved and Mrs. Totman seconded the MOTION to pay bills on abstract No. 43 pg.3 Nos. 66 thru 90 for the amount of \$1,246.53. Motion carried.

Bills

A RESOLUTION to close the Library July 4, 1967 carried unanimously.

Closing

Bertha Henderson, Betty Duncan and Helen Emens attended the Story Hour training meetings at MCLS and found the very helpful.

Mtg.

Mr. Mason and Mrs. Emens attended the Budget Meeting at MCLS on Jun. 16. They brought back material for other trustees. Depending on the date of completion of the new library we will need a new format for the 1968 budget. Mr. Mason was APPOINTED as Chairman of the Budget Com.

Budget

Mrs. Totman reported no changes in the Memorial Fund.

Mem. F.

Trustees Meeting of June 19, 1967 continued -

Mr. Borlen reported on progress of the building. Bids were opened on May 9th as scheduled. After review by the Architect it was decided the low bidder on each contract would be notified. They were:

General Construction - Bevaqua Construction Co	\$98,000.00
Heating & Ventilating - J.W. Criswell	22,328.00*
Plumbing - Wm. Denise	7,930.00
Electrical - Connors Electric, Inc.	12,830.00*
*Including the alternate	<u>\$141,088.00</u>

The contracts were drawn up by the town attorney, Mr. Tomer on June 16 and returned to Faragher and Macomber. The Town Clerk has a set of the contracts.

Some kind of publicity on a Ground Breaking ceremony was suggested. Mrs. Ireland is to see Mr. Kent about this.

Mr. Borlen will be out of town until August 1st. Mrs. Potter will conduct the July 10th meeting.

Some discussion was held about equipment for the new library. No decision was reached as to whether or not to employ the architect on this. In the meantime prices and information will be gotten on 2 or 3 kinds, & what we specifically need for charge-out section and workroom, etc.

Equip.

Meeting adjourned at 9:45 p.m.

Respectfully submitted,

Barbara M. Ireland

Barbara M. Ireland, Secretary.

The meeting was called to order by the Vice-Chairman, Mrs. Potter at 8:00 p.m. July 10, 1967.

Members present: Mrs. Potter, Mrs. Totman, Mrs. Ireland Mr. Mason
Mr. Criddle, liaison
Mrs. Emens, librarian
Absent: Mr. Borlen

The minutes of the previous meeting were approved as mailed.

Mrs. Emens reported:

Report

Circulation - June '67 - 5,469 up 788 over June '66
Bookstock - 15,532 Records - 619
Trial balance sheet, payroll, fines records and bills were presented.

A MOTION was made by Mrs. Totman, seconded by Mr. Mason to pay bills on Abstract No. 44 pg 1, items 91 through 98 for \$414.52.
Motion carried.

Bills

State aid check for \$2,437.57 has been recieved and deposited in the bank.

State
Aid

Francis Woods, page and Beverly Peterson, library Cadet met the board.

Staff

A form 'A Citizens Request for Reconsideration of a Book' was reviewed. Some forms will be in the file if there is ever a need for one.

Forms

Mrs. Emens reported that the Summer programs at the Playgrounds are going well, also the Vacation Reading Club. She also reported on the activities of the Cadet and that work is progressing on the work of weeding out obsolete and worn out books.

After discussion - Mr. Mason MOVED and Mrs. Totman seconded the MOTION to procure a piece of pegboard for juvenile records to be placed by the door.

Mr. Mason led a discussion of the budget for 1968. He will ask Mr. Macomber for estimates on heat and light. Following the question of maintenance and Mrs. Trotts leaving there was some discussion of the possibility of carpeting or partial carpeting in the new building.

Budget

Mrs. Ireland reported that Mrs. Wickins and Friends of the Library Committee were working on a program for 1967-68. Mrs. Emens will as MCLS to print the program as soon as it is ready.

Friends

Appreciation for the publicity done by Mr. Carl Moore was expressed.

Library Trustees Meeting - July 19, 1967 - continued -

Mrs. Totman reported the Memorial Fund balance is the same
She had sent thank you notes to the following for donations of
books to the library:

Mem.
Fund

Mrs. Walter Kane	2139 Westside Dr.	Rochester 24
Mrs. Alice Hodgson	10 Wyncrest Dr.	"
Mrs. Joseph Hofschneider	12 Jønsen Dr.	"

Mrs. Emens reported on the estimates which she had received
for equipment. She will have a more complete picture by the next
meeting.

Equip-
ment

Meeting adjourned at 9:00 p.m.

Respectfully submitted,

Barbara M. Ireland

Barbara M. Ireland, Secretary

Gifts have been made to the Chili Public Library from the following:

Mrs. Vincent Kovalcik	6 Bright Oaks Dr.	1 new book
Mrs. B. Wilcox	34 Creekview Dr.	paperbacks
Mrs. W. P. Ackerman	3331 Chili Ave.	books & mag.
Mrs. Glenn Sickles	17 Audabon Ter.	
Mrs. Beverly Carlson	10 San Mateo Rd.	childrens books
Ford Button	3398 Chili Ave.	
Mrs. Paul Ernisse	29 Hitree Lane	paper backs.
Ronald Lord	14 Wadsworth Dr.	
Mrs. Hazel Dalton	175 Chestnut Ridge	1 book
Mrs. Gartman	16 Grennell Dr.	
Mrs. W. J. Kennedy	26 Mercedes Dr.	a set of books
Mr. Glenn Margeson	3444 Chili Ave	collection of boo
Barbara Hartley	7 Hillcrest Dr.	books
Mrs. Elmer Myers	2758 Chili Ave.	paper backs
Mrs. Georganna Mohn	2173 Westside Dr.	Burchill Mem.
Mr. & Mrs. B. Entress	25 Hartom Rd.	"
Chili Highway Sunshine Club	-	"
Republican Committee	-	"
Mr. & Mrs. Schoeppler	1741 Meadowbrook Rd.	"
Chili Office Employees	-	"
Juliana Burchill	-	"
Chili Office Employees	-	Harrington Mem.
Mary Parkhurst	30 Brookview Rd.	"
Mr. & Mrs. Geo. Lusk	2770 Chili Ave	"
Mr. & Mrs. D. Henderson	795 Paul Rd.	Voke Mem.
Chili Office Employees	-	Spacher Mem.
Wm. Wilcon family	516 Paul Rd.	Schreiber Mem

CHILI PUBLIC LIBRARY BOARD OF TRUSTEES MEETING AUGUST - 1967

The meeting was called to order by the Chairman, Mr. Borlen at 8:00pm August 14, 1967.

Members present: Mr. Borlen, Mr. Mason, Mrs. Potter, Mrs. Ireland
Mrs. Emens, librarian
Mr. Criddle, liaison for Town Board
Absent: Mrs. Totman - on vacation

The minutes of the previous meeting were approved ~~as~~ mailed.

Mrs. Emens reported:

Circulation - July '67 - 6,934 up 692 over July '66
(last week - 1,877 an all time high)
Bookstock - 15,763 Records - 647

librarian
report

A MOTION was made by Mr. Mason, seconded by Mrs. Potter to pay bills No. 99 thru 103 on abstract No. 44 for \$524.51. Motion carried. Bills

A RESOLUTION that the library be closed September 4, 1967, Labor Day was unanimously approved Closing

Beverly Peterson, library Cadet has finished her assignment with us. A MOTION was made by Mrs. Ireland, seconded by Mrs. Potter authorizing Bertha Henderson to work a full week (37½ hrs) and Doris Mallory up to 18 hrs a week as needed. Motion carried. Staff
Hours

Library Board members made a contribution to the "Save the Children Federation" in Memory of Madeline Wenkert's son, who was killed in an automobile accident earlier this summer. Mrs. Wenkert, who is on the staff of MCLS, has been a tremendous help to us.

A discussion took place about furnishings for the new library and procedure for obtaining specifications for bids. No decision was reached. Mr. Macomber will be out Wednesday at 1:30 for a discussion of progress so far, etc. Bldg.

The budget will be discussed further in committee. Mr. Borlen will renew the bank note as needed. Budget

A discussion took place about changing the regular meeting time because Mrs. Emens will have a class at that time starting in September. A MOTION was made by Mr. Mason, seconded by Mrs. Potter that we meet at 7:30 on the third Tuesday in the library. Motion carried. (This will also relieve the Monday night congestion in the Town Hall) Mtg.

Mention was made of the articles Mrs. Greenfield has been writing for the Gates-Chili News. It was unanimously voted to send her a letter of appreciation for her faithful consideration and devotion to the library. She has also loaned doll displays to us from time to time.

Meeting adjourned at 9:10 p.m.

Respectfully submitted,

Barbara M. Ireland, secretary

A special meeting of the trustees was called to order by the Chairman, Mr. Borlen at 7:30 p.m. September 12, 1967.

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

After a discussion of the budget and estimates for the new library building needs Mr. Mason moved and Mrs. Potter seconded the MOTION that a Budget request for 1968 for \$27,989.00 to be raised from direct taxes be submitted to the Chili Town Board for approval. Motion carried.

1968
Budget

A MOTION was made by Mrs. Ireland, seconded by Mrs. Totman that bills on abstract No. 45, pg 1, items #104 - 121 for \$440.60 be paid. Motion carried.

Bills

A MOTION was made by Mrs. Potter, seconded by Mrs. Totman that the drinking fountain and the coat rack be omitted from the building plans as indicated on the blueprint. Motion carried.

Bldg.
chg.

Mrs. Emens was requested to order 1 round table matching the one now used in the childrens section.

table

Mrs. Potter moved and Mrs. Ireland seconded the motion that tentative acceptance be given the recommendation of the shelving committee to have the necessary dragings made and bids sent out as early as possible for the purchase of library shelving.

shelving

Tentative approval was also given for the purchase of carpeting in place of the tile which was included in the original bid.

change
order

The meeting which was originally scheduled for the third Tuesday of Sept. conflicts with a meeting already scheduled for the Executive Board of the Friends of the library. Further September meetings of the library board will be called by the Chairman as needed.

mtgs

Mrs. Totman reported a number of donations to the Memorial Fund making a total of \$199.93. Several donations have been given for both the Burchill and the Harrington Memorials.

Meeting adjourned at 9:00 p.m.

Respectfully submitted,

Barbara M. Ireland

Barbara M. Ireland, Secretary

A listing of persons making donations of books is attached.

CHILI PUBLIC LIBRARY BOARD OF TRUSTEES MEETING Oct. 1967

The October meeting of the trustees was called to order by the Chairman, Mr. Borlen at 8:00 P.M. Oct. 17 in the library.

Members Present: Mr. Borlen, Mr. Mason, Mrs. Ireland, Mrs. Potter
Mrs. Emens, librarian
Mr. Criddle, liaison
Absent: Mrs. Totman

Minutes of the previous meeting were approved as mailed.

Bills were presented. Mr. Mason moved and Mrs. Potter seconded the MOTION to pay bills on Abstract No. 46 page 1 No. 122 thru 136 totaling \$730.56. Motion carried.

Bills

Acknowledgement was made to MCLS for the Business and Reference Materials Grant of \$125.00 which we will receive as soon as the selections are confirmed.

Grant
MCLS

Mrs. Emens reported:

Circulation - Sept. '67 - 6,328 up 938 over '66
Book stock 16,110 Records 645

Mrs. James Murray, 2433 Westside Dr., Roch 24 has been working as a volunteer two mornings a week.

Volun-
teer

Mrs. Turner's second grade (30 children) from Paul Rd. School visited the library Sept. 10, '67.

Some firm quotations on library equipment have been received. No action was taken.

Extreme regrets were expressed for the sudden death of Mrs. Gerald Oesterly. Mrs. Oesterly had been a Volunteer in the library and their daughter, Lynne worked as a page before going on to college. Mr. Oesterly is a member of the Board of Directors of the Friends of the Library.

Friends of the Library presented a very successful meeting Oct. 5 for the public on the Constitutional Convention Proposals to be submitted to the voters this fall. Mrs. Wickins presided. Mr. Campbell was the main speaker and Mrs. Parkhurst introduced Mr. Fred Bean and Mr. Oesterly introduced Mr. Wagner, who spoke as reactors. This was followed by questions from the floor. Much time and effort was spent in the preparation of this meeting. Mailings were made to all Friends. Notices were in the papers.

Mrs. Potter lead a discussion in depth about Chili's 150th Anniversary in 1972. There should be broad cooperation and time to prepare an adequate history of the town. Recommendations will be made at a future meeting.

Meeting adjourned at 8:45 P.M.

Respectfully submitted,

Barbara M. Ireland
Barbara M. Ireland, Secretary

A Special Meeting of the Library Board was called to order by the Chairman, Mr. Borlen at 4:00 P.M. Nov. 15, 1967

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

After reviewing the bids recieved for library shelving, a MOTION was made by Mr. Mason, and seconded by Mrs. Ireland that the low bid of Remington Rand Bid Number 1 in the amount of \$8657.00. Motion Carried. The Town Board is to be notified of this recommendation.

Shelving
Bids

A MOTION was made by Mrs. Ireland, and seconded by Mr. Mason that we buy tables, chairs, desks and certain auxillary equipment, for the new library, that are available under New York State contract in the amount of approximately \$4100.00. Motion carried.

Furniture

Colors agreed upon - Carpet - moss green, Table tops and wood end panels - teak, Chairs - some each - Penthouse green, Gold, and Vermilion. Metal - Faun beige.

Meeting adjourned at 4:40 P.M.

Respectfully submitted,

Barbara M. Ireland

Barbara Ireland, Secretary

CHILI PUBLIC LIBRARY BOARD OF TRUSTEES MEETING Nov. 21, 1967

The November meeting of the trustees was called to order by the Chairman, Mr. Borlen at 8:00 P.M., November 21, 1967 in the library.

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

Absent: Mrs. Potter
Mr. Criddle, liaison

The minutes were approved as mailed after the following correction:
'Mr. Collins introduced Mr. Wegman, who spoke as reactor.'

Communications: Library Bureau - re - Shelving order

Mrs. Emens reported:

Circulation - Oct. 6,595 up 894 over Oct. '66
Book stock - 16,363 Records - 584

Circulation

Bills were presented. A Motion was made by Mr. Mason, seconded by Mrs. Totman to pay bills on Abstract No. 47 pg. 1. No. 137 thru 153 for \$1,759.29. Motion carried.

Bills

A Motion was made by Mrs. Totman, seconded by Mr. Mason that Hilda May Howl be employed as cleaning woman for 15 hours per week at \$1.75 per hour. Motion carried.

Cleaning
Woman

Approval was unanimously granted that Mrs. Henderson be allowed to take 2 weeks without pay in addition to her 2 weeks paid vacation in order that she might plan a European trip.

Staff

Approval was also granted that Mrs. Henderson be allowed to attend 4 - 2 hour sessions for Senior library clerk classes at MCLS, during her regular working hours.

Staff
Classes

Story Hours were discussed. Unanimous approval was granted for additional sessions starting in January, assuming the necessary voluntary help is available.

Story
Hour

Mr. Mason moved, and Mrs. Totman seconded the Motion authorizing 8 additional page hours per week.

Pages

Three Nursery school groups of 25 children each visited the library and enjoyed a story hour on Nov. 13, and 14. A Thank you note was read.

Visit

Mr. Borlen reported that the shelving would take from 12 to 14 weeks from the receipt of the order. On Nov. 15th Mr. Borlen authorized Mr. Frost in a telephone conversation to have his company reserve production time for our shelving. The contract will follow as soon as the Town Attorney can get it ready.

Shelving

Mrs. Totman reported \$222.93 in the Memorial Fund. (see list)

Mem. Fd.

After a discussion Mr. Mason moved and Mrs. Totman seconded the Motion to purchase an electric typewriter.

Typewriter

A Motion was made by Mrs. Ireland, seconded by Mrs. Totman that we purchase a photographic charge out system using a Recordak Portable Microfilmer and a film reader and order the necessary cards from MCLS for this at approximately \$6.00 per 1000. The system to go into operation Jan. 1, 1968.

Photo-
Charge-
Out

A detailed review of our Policies on fines, loan periods and delinquent files took place. Mrs. Ireland moved and Mrs. Totman seconded the Motion that the following Policies of fines, loan periods and delinquents be adopted. Motion carried.

Policy
fines
etc.

Fines for overdue Adult and Young People's books, magazines, and records will remain at five cents per day. Juvenile overdues will remain at two cents per day.

Fines

Books in current demand, Special interest books etc. will be labeled 14 Day Books and will have a two week loan period. The general collection will have a four week loan period with no renewal.

Loan
Period

The Delinquent file will be reviewed and all prior to 1967 will be discarded with the exception of certain large amounts or chronic delinquents. Fines under fifty cents in 1967 will not be processed.

The maximum fine for overdues will be \$1.50 or the cost of the book in the case of a less expensive book.

The cost of a lost book is the cost of the book.

The policies will start December 1, 1967.

The meeting adjourned at 10:00 P.M.

Respectfully submitted,

Barbara M. Ireland, Secretary

Gifts:

Mrs. Donald C. Anderson
Mrs. Walter Elmer
Mrs. Annette Greiner
Mrs. Fieno
James W. Holyschuh
Mr. Harold Munger
Linda Pawluk
Mr. Howard Whelpton
Mr. & Mrs. Wm. Wilcox
Chili Lions Club
Directors Friends of Library
Mr. & Mrs. D. Henderson

3660 Union St.
21 San Mateo Rd.
27 Berna Lane
27 McNair Dr.
2661 Chili Ave.
292 Chestnut Ridge
2 Grenell Dr.
3187 Chili Ave.
516 Paul Rd.
/33 Everett Dr.
Chili Library
795 Paul Rd.

Paperbacks
"
Books
"
"
Col. Books
YP & J Books
J Books
Cassidy Mem.
Burchill Mem.
Oesterly Mem.

The regular meeting of the trustees was called to order at 8:00 p.m. Dec. 19, 1967 by the Chairman, Mr. Borlen.

Members Present: Mr. Borlen, Mr. Mason, Mrs. Potter, Mrs. Totman, Mrs. Ireland
Mrs. Emens - librarian
Mr. Griddle - Liaison with Town Board

After the addition to the November minutes of the Resolution to close the library Nov. 23 for Thanksgiving Day the minutes were approved as mailed.

Mr. Mason moved and Mrs. Potter seconded the motion that the officers for 1968 remain the same for 1968 as this year because of so much unfinished business in connection with the building. The MOTION was unanimously approved. (Borlen-Ch. Potter-V.Ch. Ireland-Sec. Totman-Mem. F.)

Offic-
ers

Mrs. Ireland moved and Mrs. Totman seconded the MOTION that the trustees send a letter to Supervisor Kent recommending the reappointment of Mr. Mason to the Library Board for another term (5 yrs.). Mr. Mason has been with the library program since it was established. His is a past Chairman and has spent many hours of thought and effort toward the success and sooth operation of the library. His knowledge and assistance are much needed at this time.

Bd.
appt.

The RESOLUTION to close the library December 25, 1967 and January 1, 1968 was unanimously approved.

Closin
g

Mrs. Emens evening class (Mon.) will be finished in January. Since the Tuesday evening meeting date has caused some inconvenience and confusion Mrs. Potter moved and Mrs. Totman seconded the MOTION that starting in January our meetings will be held the second Monday in the Month at 8:00 p.m. as in the past. Motion carried.

Mtg.

Presentation of Bills - Mrs. Potter made the motion and Mr. Mason seconded, that bills on abstract #48 pg. 1 Nos 154 thru 165 for the amount of \$1,266.88 be paid.

Bills

Mrs. Emens reported:

rpt

Circulation: Nov. '67 - 6,294 up 206 over Nov. '66
Book stock: 16,587 Records 581

Because of increased demand two Story Hour sessions will be given on Tuesdays (starting Jan. 16) by Barbara Halliley and two on Wednesdays by Betty Duncan. Both of these women are Volunteers.

Story
Hour

Mrs. Potter moved and Mr. Mason seconded the MOTION to obtain the service agreement on the IBM electric typewriter ordered. (\$38.00) Motion carried.

IBM
ser.

Mr. Borlen reported on the building progress, furniture on order etc. No firm date of completion has been obtained.

Purchase of Brodart bookcart is waiting on color sample.

Mrs. Emens will conduct two training sessions early in Jan. One in the morning and one in the evening for the use of the new charge-out system. All volunteers as well as staff must attend one of these. All board members are invited to attend also.

December 1967 Trustees Meeting Continued -

Discussion took place concerning special loans of material on a given subject not in great demand to recognized study groups in the town for longer than the usual loan period. The MOTION to adopt the following POLICY was made by Mrs. Totman, seconded by Mrs. Potter and carried. Loan Policy

Special Loan Policy:

Applies to recognized study groups within the town of Chili.

Loan Period shall not exceed 4 months.

Material loaned will be material which is not in great demand.

Material may be recalled at the discretion of the librarian.

Meeting adjourned at approximately 9:00 p.m.

Respectfully submitted,

Barbara M. Ireland, Secretary

SPECIAL MEETING CHILI PUBLIC LIBRARY BOARD OF TRUSTEES December 29, 1967

A Special Meeting was called by the Chairman for 10:00 AM December 29, 1967 to pay any outstanding bills for the year.

All members present -

Mrs. Ireland moved and Mr. Mason seconded the MOTION that bills on Abstract #48 pg. 1 No. 166 thru 173 for the amount of \$1,229.45 be paid. Motion carried.

Bills.

Meeting adjourned at 10:15 AM.

Respectfully submitted,

Barbara M. Ireland

Barbara M. Ireland, Secretary