

MINUTES OF THE SPECIAL MEETING - CHILI LIBRARY BOARD OF TRUSTEES,
December 30, 1974

The meeting was called to order at 4:00 p.m. with Mr. Borlen, Mr. Moore, Mrs. Riedman; and Mrs. Pompa present.

Minutes of the last meeting were approved.

Mr. Moore moved that the bills for December be paid in the amount of \$2,123.40 (Abstract Number 13, page 1). Mrs. Riedman seconded the motion. Motion Carried.

Bills Motion

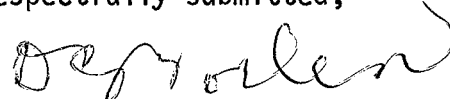
Mr. Moore expressed his appreciation to the library staff and board members during his seven year term on the board.

Mrs. Riedman moved that the library, in line with the Fair Labor Standards Act Amendment, adopt a rate for the parttime student pages of \$2.00 per hour effective January 1, 1975. Mr. Moore seconded the motion. Motion Carried.

Fair Labor
Standards Act
Amendment

The meeting closed at 4:35 p.m.

Respectfully submitted,



David C. Borlen
Secretary Pro.-Tem.

MEMORIAL FUND REPORT FOR DECEMBER 1974

FIRST FEDERAL SAVINGS ACCOUNT	\$ 872.26
SECURITY TRUST CHECKING ACCOUNT (no change)	+ <u>76.55</u>
TOTAL	\$ 948.81

GIFTS:

Used periodicals:

Mrs. Elmer Myers
2758 Chili Avenue

Mrs. Ralph Wickins
429 Fisher Road

MINUTES OF THE REGULAR MEETING - CHILI LIBRARY BOARD OF TRUSTEES,
December 16, 1974

The meeting was called to order at 8:30 p.m. Mr. Borlen, Mrs. Riedman, Mr. Moore and Mrs. Pompa were present.

Mr. Moore moved that the minutes of the last meeting be approved. Mrs. Riedman seconded the motion. Motion Carried.

Mr. Moore moved that the bills for November be paid (Abstract #12, page 1) in the amount of \$397.68. Mrs. Riedman seconded the motion. Motion Carried.

Bills motion

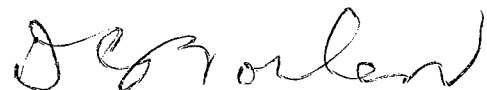
Mr. Borlen moved to transfer the card catalog no longer in use to the Parma Public Library on indefinite loan. Mr. Moore seconded the motion. Motion Carried.

Card catalog motion

Mrs. Bertha Henderson was granted a leave of absence to begin January 6, 1975 in a motion made by Mr. Borlen. Mrs. Riedman seconded the motion. Motion Carried.

Leave of absence for Mrs. Henderson

The meeting closed at 9:15 p.m.



David C. Borlen
Secretary Pro-tem.

P.S.

May we also remind you of the special meeting to approve bills on December 30, 1974 at 4:00 p.m.

MEMORIAL FUND REPORT FOR NOVEMBER 1974

Security Trust Checking Account: \$ 76.55

First Federal Savings Account: previous balance \$876.26

--gift to fund 11/19/74 from M/M David L.
Henderson in memory Mr. Thomas Pikuet 5.00

NEW BALANCE \$ 872.26 +76.55

TOTAL BOTH ACCOUNTS \$ 948.81

GIFTS: USED BOOKS--

Mrs. Donald Hoppe
37 Creekview Drive
Rochester

Mr. Craig Meredith
881 Chili-Center-Coldwater Road
Rochester

Mrs. John D. Ras
2047 Westside Drive

Miss Sue Van der Hoeven
24 White Birch Circle

MINUTES OF THE REGULAR MEETING - CHILI LIBRARY BOARD OF TRUSTEES, November 27, 1974

The meeting was called to order at 4:45 p.m. with Mr. Borlen, Mrs. Wickins, Mr. Moore and Mrs. Pompa present.

Mr. Moore moved that the bills for September and October be paid (Abstract #10, page one, and Abstract #11, page one) in the respective amounts of \$1,399.45 and \$614.20. Mrs. Wickins seconded the motion. MOTION CARRIED.

Bills motion

Mrs. Wickins moved to accept Ms. Deborah Gardella's resignation, effective November 27, 1974. Mr. Moore seconded the motion. MOTION CARRIED.

Trustee resignation accepted

A discussion of potential people to fill the vacancy created by Ms. Gardella's resignation followed. Mrs. Wickins moved to appoint Eileen Riedman of 1125 West Side Drive to the library board to fill the remaining term of two years, one month. Mr. Moore seconded the motion. MOTION CARRIED.

Appointment of Mrs. Riedman to library board

Mr. Borlen moved that the library be issued an additional \$40. for petty cash in December primarily to be used in the collection of fines. Mr. Moore seconded the motion. MOTION CARRIED.

Motion for additional petty cash for Dec.

Mr. Borlen made a motion to provide for Mrs. Hilda Howl to take over library cleaning in the event that Mrs. Oliver is on vacation or ill. Mrs. Howl will work four hours daily (Monday - Friday) in the library at \$12. per day on a contractual basis in line with the Town's agreement with her. Mrs. Wickins seconded the motion. MOTION CARRIED.

Substitute cleaner

The next regular meeting will be at 8:00 p.m. on Monday, December 16. The final meeting for 1974 will be at 4:00 p.m. on Monday, December 30 for the purpose of approving bills and any other matters that should come before the board at that time.

The meeting closed at 5:45 p.m.

Constance Wickins
Secretary, Pro-tem.

DIRECTOR'S REPORT ----- NOVEMBER 1974

<u>Payroll:</u> Through October 31, 1974	\$32,323.60
#23 (Oct. 28 - Nov. 9)	743.46
#24 (Nov. 11 - Nov. 23)	836.33
November 30, 1974	<u>1,539.27</u>
	\$35,442.66

Fines: \$284.43 Circulation: 9,477 (gain of 845 over 1973, 8,632)

Revenue Sharing: Total encumbered \$5,478.34

Library Programs:

Friday Films

11/1, 11/8, 11/15 (total attendance 20)

Children's Story Hour Programs

Mrs. Fulford and Mrs. Duncan have incorporated films and the use of hand puppets with their regular stories. Attendance in the six weekly sessions averages about 14 in each group.

Children's Films

Saturday morning - 45 minute programs

11/2, 11/9, 11/16, 11/23, 11/30 (average attendance 15)

Friends' Directors Meeting:

November 21 - Mr. Nudd announced that the Hobby Show is scheduled for March 1 and 2. The Friends will be planning a dinner for the library volunteers to be on a Saturday evening in late January or early February. The next directors meeting will take place on Thursday, January 9.

Elementary school librarians and public children's librarians were to meet here on November 20 but the meeting was postponed because of the school bond vote. Mrs. Fulford will host their next meeting.

Miss Rosemary Schifferli, MCLS Assistant Director for Consultant Services, also planned to meet with me here on November 21 but had to cancel our meeting. We will be getting together after the holidays.

October 28, 1974

The meeting was called to order at 8:30 p.m. with Mr. Borlen, Ms. Gardella, Mr. Criddle, Miss Nancy Ryan, MCLS consultant, and Mrs. Pompa present.

Miss Ryan explained the application procedure for the LSCA-funded grant for accessibility for the physically handicapped. There are five town libraries and five city branches applying through the system for the grant which only involves a study of each library to determine what would be necessary to bring the library buildings up-to-date with state standards of accessibility.

There is no obligation on the part of the library to go ahead with the actual construction but in that we have received a request from the Town Board to consider this action we shall follow through with consideration of the architect's recommendations when the study is undertaken.

A report was made with respect to our heating problems. A discussion in depth was held. Mr. Borlen complimented the staff on their cooperation and reported on his activity in obtaining help from the architect, the heating people and others. This is not necessarily a closed subject and may demand further action by the board.

In that we did not have a quorum we could not approve invoices and other board matters.

LIBRARY DIRECTOR'S REPORT -- OCTOBER 1974

Payroll: Through September 30, 1974 \$29,390.79
 # 21 (Sept. 30-Oct. 12) 694.15
 # 22 (Oct. 14 - Oct. 26) 699.39
 October 31, 1974 1,539.27

\$ 32,323.60

Fines: \$250.15 Circulation: 9,684 (gain of 573 over 1973 -- 9,111)

Revenue Sharing: Total encumbered \$ 5,478.34

Library Programs:

Friday Films:

10/4 Lord of the Flies (70)
10/11 Swiss Miss (15)
10/25 Science Fiction Highlights & Frankenstein Saga (35)

Fireside Crafts Demonstrations Oct. 16th Yvonne Goh

--visiting artists/MCLS) - 20 attended

The Troupe - Punch & Judy Puppet Show -- Oct. 26th
--VAP/MCLS - Nazareth Arts Center - 210 attended!

Children's Story Hour Programs:

5 groups meet each week - average attendance ranges from 12-14 per group

Upcoming Programs:

Mrs. Henderson, Mrs. Fulford and I are beginning to plan a series of adult programs to cover many types of interests (crafts, travel, lecture-demonstrations, decorating, consumer information, among other suggested topics). We have compiled a list of subjects and possible speakers. Each of us will be working on the formalization of several of these programs.

Volunteers:

Presently there are eleven adult volunteers, and this week (Nov. 4th) we will welcome Mrs. Sandra Sakwa to make an even dozen. Also beginning this week is Bob Hollwedel, volunteer page.

MEMORIAL FUND REPORT FOR OCTOBER 1974

Security Trust Checking Account :	\$ 76.55
First Federal Savings Account:	<u>867.26</u>
Total both accounts	\$ 943.81

GIFTS:

Topographical Atlas of Schokarie County

--given by Mr. & Mrs. Martin Wehle, Stottle Road

MINUTES OF THE REGULAR MEETING---CHILI LIBRARY BOARD OF TRUSTEES, SEPTEMBER 23, 1974.

The meeting was called to order at 8:30 p.m. Mr. Borlen, Mr. Moore, and Ms. Gardella were present.

Ms. Gardella moved that the minutes from the last regular meeting (August 19th) and the special budget meetings (August 27th and September 12th) be approved. Mr. Moore seconded the motion.

Minutes

MOTION PASSED

Mr. Moore moved that the bills for August be paid in the amount of \$ 823.65 (Abstract #9, page 1). Ms. Gardella seconded the motion.

Bills Motion

MOTION PASSED

Mr. Borlen discussed the Outreach program.

The meeting closed at 8:55 p.m.

Ms. Deborah Gardella
Secretary

DIRECTOR'S REPORT --- SEPTEMBER 1974

Payroll: Through August 31, 1974 \$26,355.21
19 (Sept. 2-Sept. 14) 699.00
20 (Sept. 16-Sept. 28) 797.31
September 30, 1974 1,539.27
\$29,390.79

Fines: \$281.59 Circulation: 1974 - 8,720
1973 - 8,709 GAIN OF 11

Revenue Sharing: Total encumbered \$5,478.34

September 25th - Arrival of Card Catalog - Assembled by Mr. Robert Sales and Mr. Ronald Fodge. Incorrect metal legs shipped. John Kernan (Rem. Rand, Library Bureau) will have the correct legs to us within a week or so.

Library Programs:

Friday Films: Going on through November 15th.
Sept. 13th - Brian's Song (7 attended)
" 20th - Flying Deuces 32 "
" 27th - Great Expectations 15 "

September 18th - 11:00 a.m. - Mr. Hotchkiss - Heritage Pieces of American Glass (25)

Story Hour Registrations: Going on through Dec. 20th:
Monday 7pm #14 (3,4,5,6 yrs old)
Wednesday 10:15 am #19 (4,5 " ")
" 1:30 pm #14 (4,5 " ")
Friday 9:30 am #12 (3 yrs old)
" 10:30 am #12 (3 yrs old)

Outreach Program:

Books by mail posters received. Remaining publicity (fliers and order cards) expected soon.

Furnace:

Since Sept. 23rd to date (Oct.9th) our furnace has been malfunctioning. The timer has been replaced, various electrical adjustments in wiring have been tried, and today, an new electronic part was substituted for an old part. The repairmen are perplexed because they can restart the furnance, but the safety relay keeps shutting off within a few hours time - they do not know what is causing such frequent shut-offs.

Upcoming Programs:

October 12th - 10:45 am. - Children's Films begin - through December 20th.
October 16th - 11:00 am - Yvonne Goh - Fireside Crafts
October 26th - 11:00 am - Punch & Judy Puppet Show.

MEMORIAL FUND REPORT FOR SEPTEMBER 1974

Security Trust Checking account		\$ 76.55
First Federal Savings Account	\$855.75	
" " " " interest	<u>11.51</u>	<u>867.26</u>
TOTAL both accounts:		\$943.81

GIFTS:

Used books:

Mrs. Patricia Sommers
69 Fenton Rd.

Mrs. Nancy Wilson
103 Autumn chapel Way

Mrs. Ronald Tenny
19 Andony Lane

Many paperbacks given anonymously

P. VanBuren
(bh)

MINUTES OF THE SPECIAL BUDGET MEETINGS OF THE CHILI LIBRARY BOARD OF TRUSTEES--
August 27, 1974 and September 12, 1974

The budget meeting was called to order on August 27, 1974 at 4:30 p.m. Mr. Borlen, Ms. Gardella, Mrs. Wickins, Mrs. Van Buren and Mrs. Pompa were present.

After considerable discussion on August 27, it seemed advisable that someone should seek additional information from the town supervisor and the town budget officer. It was agreed that Mrs. Van Buren with her accounting background should make this contact and report back to the board.

In a subsequent meeting of the board, called to order at 4:30 p.m. on September 12 with Mr. Borlen, Ms. Gardella, Mrs. Wickins, Mrs. Van Buren and Mrs. Pompa present, Mrs. Van Buren reported to the board, thus permitting the completion of the proposed library budget for 1975. Mrs. Van Buren moved that a budget of \$62,145 be submitted. Ms. Gardella seconded the motion. Motion Carried.

Budget motion

Mr. Borlen moved to change the regular September meeting date from September 16 to September 23 at 8:00 p.m. Mrs. Wickins seconded the motion. Motion Carried.

Meeting Date
changed for Sept.

The meeting closed at 5:30.

Ms. Deborah Gardella
Secretary

MINUTES OF THE REGULAR MEETING---CHILI LIBRARY BOARD OF TRUSTEES, August 19, 1974

The meeting was called to order at 8:45 p.m. Mr. Borlen, Mr. Moore, Mrs. Wickins, Mrs. VanBuren, Ms. Gardella and Mr. Criddle were present.

Mrs. Wickins moved that the minutes from the last meeting be approved. Mrs. VanBuren seconded the motion. Motion passed. Minutes

Mr. Moore moved that the bills for July be paid (Abstract #8, page 1) in the amount of \$1,175.39. Ms. Gardella seconded the motion. Motion passed. Bills motion

The librarian's report was discussed. The increase in circulation was noted.

Mrs. Pompa told the board how pleased she was with the efficiency and ability of the library staff. She recommended that the staff be given a merit increase. Ms. Gardella then moved that a salary increase of \$.20 per hour be given to Mrs. Henderson, Mrs. Fulford, Mrs. Dumbleton, Mrs. Mosher and Mrs. Clement, effective September 1. Mr. Moore seconded the motion. Motion passed. Salary motion

Mrs. Wickins moved that the Chairman, Mr. Borlen, investigate the possibility of improving the lighting in the parking areas (both in the front and rear lots) to be reported on by the September meeting. Ms. Gardella seconded the motion. Motion passed. Lighting survey motion

Mr. Moore moved that the library be closed on Labor Day (Monday, September 2), Thanksgiving Day (Thursday, November 28), Christmas Day (Wednesday, December 25), and New Year's Day (Wednesday, January 1). Ms. Gardella seconded the motion. Motion passed. Holiday closings motion

Mr. Borlen moved that the "Outreach Mailing" program be started as of October 1, 1974. This would cost patrons \$.25 per title request and would involve the use of mailing envelopes to be sent at the special book rate. The library would pay the postage one-way with the patron paying for the return postage. Mrs. Wickins seconded the motion. Motion passed. Outreach mailing program motion

There will be a special meeting of the board to discuss the budget for 1975 on Tuesday, August 27 at 4:30 p.m.

The meeting closed at 10:00 p.m.

Ms. Deborah Gardella
Secretary

MEMORIAL FUND REPORT FOR AUGUST 1974

First Federal Savings Account:	\$855.75
Security Trust Checking Account:	<u>76.55</u>
TOTAL BOTH ACCOUNTS:	\$932.30

GIFTS:

Two books on Cross Country skiing
" " " Bicycling
Donated by Angela Alimo, Silver Wheel Bike shop, 3200 Chili Ave.

Many used books donated anonymously.

P. Van buren
BH

DIRECTOR'S REPORT --- AUGUST 1974

Payroll: Through July 31, 1974 \$22,738.08
#16 (July 22-August 3) 679.46
#17 (August 5-August 17) 745.24
#18 (August 19-August 31) 685.66
August 31, 1974 1,506.77
\$26,355.21

Fines: \$226.75 Circulation: 9,280 (loss of 248 over 1973, 9,528)

Revenue Sharing: Total encumbered \$5,478.34

Summer Programs:

Library Story Hours
Tuesday (8/6)
Thursdays (8/1, 8/8)
Summer Reading Club
Wednesday (8/7)

Framed Prints:

Five new prints were received to bring our total holdings to 104.

Periodical Holdings:

Through re-arrangement of book shelves we will have adequate space to accommodate five years of the major weekly news magazines and nearly five years in back issues of other types of periodicals.

Rochester Chamber of Commerce:

Notification has reached us that our library membership (\$55. annually) has lapsed. The Gates-Chili Council will no longer be sponsoring the library's membership.

Upcoming Programs:

Ten consecutive weeks of feature films begin on Friday, September 13.

Registration for story hours will be held during the week of Sept. 16-20. Five day-time sessions and one evening session will be offered for those children aged 3½ - 6.

On Wednesday, September 18 at 10:00 our volunteers will meet in the library for a review of procedures before a talk by Mr. John Hotchkiss, an authority on antique glass. The talk is open to the public. Invitations have gone out to our current volunteers and to new residents in the Chili area as listed for July and August.

MINUTES OF THE REGULAR MEETING---CHILI LIBRARY BOARD OF TRUSTEES, July 15, 1974

The meeting was called to order at 8:30 p.m. Mr. Borlen, Mr. Moore, Mrs. VanBuren, Mrs. Wickins, and Ms. Gardella were present.

Mrs. VanBuren moved that the minutes of the last meeting be approved. Mr. Moore seconded the motion. Motion passed. Minutes

Mr. Moore moved that the bills for July be paid (Abstract #7, page 1) in the amount of \$2,574.64. Ms. Gardella seconded the motion. Motion passed. Bills motion

The librarian's report was reviewed.

There was a discussion of revenue sharing allocations. A new card catalog will be purchased with revenue sharing funds. A bike rack is another possible purchase. Revenue sharing

Ms. Gardella moved that the Chili Library join with other system libraries in applying for a grant for architectural and design studies for wheelchair ramps to make the library entrances accessible to the handicapped under a federal LSCA Title I library services grant. Mr. Moore seconded the motion. Motion passed. LSCA Title I grant application

Mrs. VanBuren moved that we authorize mileage at 12¢ per mile for Barbara Fulford to conduct story hours at three area playgrounds three days a week during the summer. Mrs. Wickins seconded the motion. Motion passed. Mileage motion for summer playground programs

There was a discussion of the possible expansion of library services. Mr. Borlen moved that Mrs. Pompa make a study on cost factors, personnel requirements and implementation of an Outreach programs for book services to shut-ins to be presented to the board at the next meeting. Mrs. Wickins seconded the motion. Motion passed. Motion to study outreach services to shut-ins

Mr. Moore requested the trial balance sheet be presented at the next meeting.

The meeting closed at 9:50 p.m.

Deborah Gardella
Secretary

MEMORIAL FUND REPORT FOR JULY 1974

FIRST FEDERAL SAVINGS ACCOUNT	\$845.75
(gift to be added)	<u>10.00</u>
	855.75
SECURITY TRUST CHECKING ACCOUNT	<u>76.55</u>
TOTAL	\$932.30

GIFTS:

Madison County Atlas: Mr. Martin Wehle
Ms Magazine - 2 year subscription: Mrs. Linda Cutler
59 Park Ridge Dr., Pittsford, N.Y.

Used books: Mr. & Mrs. Raymond Webster
27 Brookview Road

\$10.00 gift to the Memorial Fund to be used for book purchase.

In memory of: Mr. George Smith
Donor: Mr. & Mrs. David Glassman, 13 Gateway Circle

P. VanBuren
B.H.

DIRECTOR'S REPORT - JULY 1974

Payroll: Through June 30, 1974 \$ 19,832.65
#14 (June 24 - July 6) 642.88
#15 (July 8 - July 20) 755.78
July 31, 1974 1,506.77
\$ 22,738.08

Fines: \$242.59 Circulation: 10,233 (Increase of 790 over 1973: 9,443)

Revenue Sharing: Total encumbered \$5,478.34

Summer Programs:

Library Story Hours
Tuesdays (7/2, 7/9, 7/16, 7/23, 7/30)
Thursdays (7/11, 7/18, 7/25)
Summer Reading Club
Wednesdays (7/3, 7/10, 7/17, 7/24, 7/31)
Playground Visits
Three each week, weather permitting

MCLS Grants - Eleven Completed:

Juvenile: Easy Books (April)
Picture Books (April) - 3 separate lists
Children's Literature (March)
Reference: First of two parts (June)
Non-Print: Framed Prints (April)
Young Adult: Sex Education, Spanish Language Books, Merit Badge pamphlets (July)
Science Fiction (March)
Adult: Family Health (June)
Mental Health (August)

Of the \$1,690. available to us from the library system, \$1,259. has been utilized for books, pamphlets, framed prints, cassettes and recordings in the above categories. Additional grant lists will be distributed in the fall (instructional recordings, reference-part two, children's books, family parties and games, literary criticism, etc.).

State Aid check received in July - \$1,281.

Xerox Copies - price per copy increased by the Chili Businessmen's Association to 15¢ due to increases in the costs of paper and toner.

Two Visiting Artist Programs, sponsored jointly by funding (and publicity) from the New York State Council of the Arts and MCLS, have been confirmed for September 18 (John Hotchkiss-Heritage Pieces of American Glass) and October 16 (Yvonne Goh-Fireside Crafts/Demonstration and Participation). Another program applied for is currently being considered by MCLS.

MEMORIAL FUND REPORT FOR JUNE 1974

First Federal Savings Account	\$806.45	(Previous balance)
	6/21/74 10.36	(Interest to 3/31/74)
Mem. Fund Dep. "	<u>18.00</u>	
	\$834.81	
Security Trust checking account	<u>76.55</u>	
	\$911.36	Total both accounts

Gifts:

Official 1974 Baseball Register
Donor: Mr. Paul Gabe, Flushing, N.Y.

Used books:

Donor: Mrs. Lewis Gracey 742 Paul Rd.

Several paperbacks given anon.

P. VanBuren
B.H.

MINUTES OF THE REGULAR MEETING---CHILI LIBRARY BOARD OF TRUSTEES, June 17, 1974

The meeting was called to order at 9:00 p.m. Mr. Borlen, Mr. Moore, Mrs. Van Buren and Ms. Gardella were present.

Mr. Moore moved that the minutes for the May 20, 1974 meeting be approved.

It was noted that the Human Services Directory which supercedes the Urban Information File has been received from MCLS.

The library has also received materials presented to the Chili Town Board by the local Yorkers' Clubs.

Mr. Borlen moved that the bills for June be paid (abstract #6, items #77-88) in the amount of \$3,946.29. Mr. Moore seconded the motion. Motion Carried.

Bills motion

Mr. Borlen will write a letter to Mrs. Ireland congratulating her on her election as president of the Friends of the Library.

The Chili Garden Club has again planted the redwood planters in front of the library with lovely annual flowers. Mr. Borlen will write to thank them.

Ms. Gardella moved that the library be closed July 4 and 5. Mr. Moore seconded the motion. Motion Carried.

Holiday closing motion

Ms. Gardella moved that the fees for reserves and borrow-by-mail be increased in line with MCLS. This will mean that the fee will go from 10¢ to 15¢ per reserve as of July 1. Mr. Moore seconded the motion. Motion Carried.

Reserve and borrow-by-mail cost motion

It should be noted that many board members were concerned about the effect that this increase would have on retired people whose incomes are limited and who use the reserve and borrow-by-mail service frequently. At a future meeting, the board will consider some form of relief for these citizens.

Mr. Moore requested that his "Model plan for expansion of Chili library services" be placed on next month's agenda for discussion.

The meeting closed at 10:00 p.m.

Ms. Deborah Gardella
Secretary

DIRECTOR'S REPORT - June 1974

Payroll: Through May 31, 1974 \$16,652.02
 #12 (May 27-June 8) 821.84
 #13 (June 10-June 22) 852.02
 June 30, 1974 1,506.77
 \$19,832.65

Fines: \$279.69 Circulation: 7,882 (7,870 for 1973; gain of 12)

Revenue Sharing: Total encumbered \$5,478.34

Programs and Meetings:

June 10 - Friends' reorganizational meeting

June 11 - Mrs. Fulford attended school/public children's librarians meeting at Paul Road School

June 14 - Four kindergarten classes visited from Chestnut Ridge School

June 25 and 27 - Summer story hours

The first shipments of McNaughton books arrived late in June. More direct book orders have been placed with publishers who guarantee fast deliveries. Processing will be completed here.

In addition to ten adult summer volunteers, volunteer pages for the summer include Lyn Black, Dave Eckerson, Lyn Cain, Ann Marie Rosemergy and David Huff.

Peter McCowan, Elizabeth Miller, Kathy O'Brien and Heidi Robinson will continue as pages for the summer.

Memorial Fund Report for May 1974

Security Trust checking account	\$ 76.55
First Federal savings account	<u>806.45</u>
Total both accounts:	\$883.00

Gifts:

2 New books on quilting
Donor: Mrs. John K. Steeves, 101 Chestnut-Ridge Rd.

Booklets on Cobblestone tours and buildings
Donor: Mr. Robert Frosch of the Rochester Museum, East Ave.

Used Books:

Paperbacks and magazines
Donor: Mr. Robert Sheldrick, 5 Aztec Dr.

Paperbacks
Donor: Mr. & Mrs. Stephen Garvin, 403 Birr St.

Hard cover books
Donor: Mrs. Florence Brasser, Union St.

Paperbacks and Maps
Donor: Mr. And Mrs. Rawling Harmon, 120 Chestnut-Ridge Rd.

Mrs. M. VanBuren

MINUTES OF THE REGULAR MEETING---CHILI LIBRARY BOARD OF TRUSTEES, MAY 20, 1974

The meeting was called to order at 8:30 p.m. Mrs. Wickins, Mr. Moore, Ms. Gardella, Mr. Borlen and Mr. Criddle were present.

Mr. Moore moved that the minutes for the April 15, 1974 meeting be approved. Mrs. Wickins seconded the motion. Motion Carried. Minutes approved

Mrs. Wickins moved that the bills for May be paid (Abstract #5, items #59-76) in the amount \$1,454.76. Ms. Gardella seconded the motion. Motion Carried. Bills motion

A letter from the Gates-Chili school district was read. The district expressed appreciation for Mrs. Fulford's cooperation with their guided observation program in April.

Mr. Borlen reported that the library director was experiencing some difficulty in obtaining the type of feature length films that she would like to acquire for the permanent film collection for the library. She will continue to search.

The McNaughton Book Plan will probably commence next month.

The meeting was recessed for a discussion of a model plan for expansion of Chili library services which was formulated by Mr. Moore.

The meeting closed at 10:00 p.m.

Ms. Deborah Gardella
Secretary

DIRECTOR'S REPORT - May 1974

Payroll: Through April 30, 1974 \$13,492.79
#10 (April 29-May 11) 825.25
#11 (May 13-May 25) 827.21
May 31, 1974 1,506.77
\$16,652.02

Fines: \$302.61 Circulation: 8,721 (8,373 for 1973; gain of 348)

Revenue Sharing: Total encumbered \$4,458.04

Programs:

Guided Observation Program for pre-schoolers, 7 p.m., May 7

Friends' Annual Meeting, 8 p.m., May 14

Friends' Directors Meeting, May 21

Summary statistics for your information:

	<u>May 1974</u>	<u>December 1973</u>
Adult fiction	5,738	5,599
Adult non-fiction	12,519	12,084
	18,257	17,683
Young adult fiction	996	956
Young adult non-fiction	983	1,005
	1,979	1,961
Juvenile fiction	4,174	4,062
Juvenile non-fiction	4,465	4,360
	8,639	8,422
Paperbacks (uncataloged)	2,435	2,417
Records	1,372	1,345
Pamphlets	1,985	2,218
Pictures	3,402	3,420
Prints	99	99
Maps	79	95
Filmstrips	155	155
Cassettes	16	13
Sculpture	30	31

<u>Circulation:</u> January 1974	9,768	January 1973	10,967
February	9,377	February	10,675
March	10,755	March	11,907
April	10,251	April	10,016
May	8,721	May	8,373

Certain areas of the collection are being weeded in a systematic attempt to keep our holdings as current as possible. Damaged, obsolete, inaccurate, or worn materials are being discarded. Mrs. Henderson has reviewed the vertical file materials and maps. Local history materials have been moved to facilitate their use and visibility. The periodical holdings have been rearranged in the new storage units. Mrs. Mosher notes that patrons' experience little difficulty in locating materials with the new equipment.

The Chili Garden Club has replanted the tub planters at the library entrance.

MEMORIAL FUND REPORT FOR APRIL 1974

Security Trust checking account: \$76.55

First Federal Savings " : 806.45

Total both accounts: \$883.00

GIFTS:

Subscription to "Church & State"
Donor: Mrs. David W. Stewart 675 Beach Ave.

Used periodicals
Mrs. Elmer Myers 2758 Chili Ave.

Used paperbacks, Anon.

DIRECTOR'S REPORT - April 1974

Payroll: Through March 30, 1974 10,326.27
#8 (April 1-13) 829.03
#9 (April 15-27) 830.72
April 30, 1974 1,506.77
\$13,492.79

Fines: \$383.52 Circulation: 10,251 (10,016 for 1973; gain of 235)

Revenue Sharing: Total encumbered \$4,458.04

Library Programs:

Story Hours

Mondays 1:30 (4/1, 4/8, 4/15, 4/22)
Wednesdays 9:30 and 10:15 (4/3, 4/10, 4/17, 4/24)
Fridays 9:30 and 10:15 (4/5, 4/12, 4/19, 4/26)

Creative Dramatics

Fridays 1:30 (4/5, 4/12, 4/19, 4/26)

Friday Film Features

7:00 p.m. (4/5, 4/12, 4/19, 4/26)

Children's Saturday Films

10:45 a.m. (4/6, 4/13, 4/20, 4/27)

GROW Employment Counseling

April 2 10:00-2:00

Travelogue, Part II-Mr. Harold Isaac April 24

Meetings in Library:

Friends of the Library-Directors Meeting, April 10

Friends Nominating Committee, April 22

Library Information:

The rearrangement of the non-fiction collection is nearly completed.

We are expanding the periodical holdings and have, as an experiment, arranged to bind Time magazine (current year, three months issues per volume).

The McNaughton plan contract has been forwarded to the company. Selection of the basic inventory will begin in May and will range over a ten-month period (220 books).

MINUTES OF SPECIAL MEETING - CHILI LIBRARY BOARD OF TRUSTEES, April 29, 1974

Mr. Borlen called the meeting to order at 5:05 p.m. Present:
Mrs. Wickins, Ms. Gardella, Mr. Moore and Miss Robinson.

Ms. Gardella moved that the library board meet the mandated requirements of the new federal minimum wage law, to take effect May 1, 1974, that may apply to pages' salaries (raising them from \$1.58 to \$1.90 per hour) if this new ruling applies to part time student employees. Mrs. Wickins seconded the motion.
Motion Carried.

Federal minimum
wage motion

The meeting closed at 5:21 p.m.

Ms. Deborah Gardella
Secretary

MINUTES OF THE REGULAR MEETING--CHILLI LIBRARY BOARD OF TRUSTEES, APRIL 15, 1974

The meeting was called to order at 8:35 p.m. Mrs. Wickins, Mr. Borlen, Mr. Moore, Ms. Gardella and Miss Robinson were present.

Mr. Moore moved that the minutes for the February and March meetings be approved. Ms. Gardella seconded the motion. Motion Carried. Minutes approved

Mr. Moore moved that the bills for April be paid (Abstract #4, items #44-58) in the amount of \$1,224.11. Mrs. Wickins seconded the motion. Motion Carried. Bills motion

There was a discussion of the film program which are offered by the library. The problem of promoting and publicizing these programs was noted. Everyone agreed that the programs are worthwhile and we all hope that they continue.

The librarian's report for March was accepted.

The Friends of the Library met on Wednesday, April 10, 1974. Mrs. Wickins was present as was Miss Robinson. The Friends voted to buy a polaroid camera for library use.

Mr. Borlen appointed Mrs. Wickins as the library board's liaison to the Friends of the Library.

Ms. Gardella moved that Mr. Borlen be authorized to sign the contract with McNaughton Book Service for the book lease program which was approved in the March 1974 meeting. Mr. Moore seconded the motion. Motion carried. McNaughton contract motion

Mr. Borlen reviewed the reappraisal of the library's insurance which is being conducted by the town's insurance counselor, J. Norman Vail. It is likely that our insurance coverage will be expanded to include our recent equipment purchases.

Ms. Gardella moved that the library be closed on Memorial Day, Monday, May 27, and on Saturday, May 25 as well. Mr. Moore seconded the motion. Motion passed. Memorial Day closing motion

Mr. Moore moved that we close the library at 6:00 p.m., Friday, May 17th for the Fireman's carnival and parade. Mrs. Wickins seconded the motion. Motion Passed. Motion-to-close early-May 17th

Ms. Gardella moved that summer hours (Saturday closings and 8:00 p.m. evening closings) begin on Saturday, June 22nd. Mr. Moore seconded the motion. Motion Passed. Regular hours will resume Sept. 9th Summer hours motion

Mr. Moore moved that the following employees be granted vacations for one week with pay for their regular number of working hours:

Mrs. Thelma Dumbleton	24 hours	Part-time employees vacation motion
Mrs. Ethel Mosher	20 hours	
Mrs. Barbara Fulford	25 hours	

Mrs. Wickins seconded the motion. Motion Passed.

MINUTES OF THE REGULAR MEETING---CHILI LIBRARY BOARD OF TRUSTEES, APRIL 15, 1974.

Ms. Gardella moved that a committee be appointed that will be responsible for proposing a program for library expansion into the community as was discussed in the January 29, 1974 meeting. Carl Moore will be the chairman of this committee. The first report is to be presented at the next regularly scheduled meeting. Mrs. Wickins seconded the motion. Motion Passed.

Proposed
library
expansion
plan motion

The meeting closed at 10:00 p.m.

Ms. Deborah Gardella
Secretary

MEMORIAL FUND REPORT FOR MARCH 1974

Security Trust checking account: \$76.55

First Federal Savings account:	Bal.	771.30
	Interest 3/22/74	<u>10.15</u>

	781.45
Gift from Golden Agers (dep.)	<u>25.00</u>
	806.45

806.45

Total both accounts

\$883.00

Many paperbacks donated anonymously

DIRECTOR'S REPORT - March 1974

Payroll: Through February 28, 1974 \$6,330.79
#5 (Feb. 18 - Mar. 2) 799.83
#6 (Mar. 4 - Mar. 16) 849.63
#7 (Mar. 18 - Mar. 30) 839.25
March 30, 1974 1,506.77
\$ 10,326.27

Fines: \$301.66 Circulation: 10,755 (11,907 for 1973; loss of 1,152)

Revenue Sharing: Total encumbered \$4,572.32

Gaylord magazine displayer & storage unit received
Storm windows & screens received from Coldwater Lumber Company

Library Programs:

Story Hours

Mondays 1:30 (3/4, 3/11, 3/18, 3/25)
Wednesdays 9:30 and 10:15 (3/6, 3/13, 3/20, 3/27)
Fridays 9:30 and 10:15 (3/1, 3/8, 3/15, 3/22, 3/29)

Creative Dramatics

Fridays 1:30 (3/1, 3/8, 3/15, 3/22, 3/29)

Friday Feature Films

7:00 p.m. (3/22, 3/29)

Children's Saturday Films

10:45 a.m. (3/2, 3/9, 3/16, 3/23, 3/30)

Hobby Show and Book Sale - March 9 and 10

Travelogue by Mr. Harold Isaac, 3/27

Meetings Attended:

March 4-Town Librarians' Meeting at Greece-Ridge Public Library. Guest of Honor, Mr. Hacker.

March 6 - Mrs. Fulford participated in the Gates-Chili/Public Librarians' Meeting at the Gates Public Library.

Book Meetings on 3/6 (Children's) and 3/13 (Adult)

Equipment Received:

1973 Focus Grant: Kodak 16mm projector
Shelving installation completed (collection re-arrangement began March 23)

School Visit:

Friday, March 29-Gates-Chili School Library-for a meeting with Mr. Sarley and Mrs. Kemp regarding books they wish to give our library.

MINUTES OF THE REGULAR MEETING--CHILI LIBRARY BOARD OF TRUSTEES, MARCH 25, 1974.

The meeting was called to order at 4:30 p.m. by Mr. Borlen. Present were Mr. Borlen, Mr. Moore, Mrs. Wickins, and Miss Robinson. Absent: Mrs. Van Buren, Ms. Gardella, and Mr. Criddle.

A discussion of the success of the Hobby Show pointed out that the library board, staff and patrons owe special thanks to the Friends of the Library, in particular to Mrs. Criddle and to Mr. Nudd. Letters of thanks and appreciation have been sent to both.

Outreach questionnaire results were briefly reviewed. Miss Robinson distributed the questionnaires in the library during the weekend Hobby Show and during the following week. Twenty-five responses were tabulated. Most respondents indicated an interest in continuing and expanding children's story hours and all film programs.

At the suggestion of the board, Miss Robinson will arrange to attend local Senior Citizens' meetings to explain the library services that would be of interest to these groups.

Mr. Borlen made a motion to pay the bills on Abstract Number three, page one, in the amount of \$1,431.97. Mr. Moore seconded the motion.
MOTION CARRIED.

Bills
Motion

Mr. Borlen made a motion to proceed with the McNaughton Books Plan. About \$850.00 for the balance of 1974 and another \$850 for 1975 will be allotted for the one-year trial book-lease program. Mr. Moore seconded the motion. MOTION CARRIED.

McNaughton
Book Plan
Motion

Mr. Borlen moved, seconded by Mr. Moore, that the GROW (Gaining Resources for Older Workers) organization have space in the library on April 2nd between 10:00 a.m. and 2:00 p.m. for the purpose of interviewing prospective employees for area concerns. GROW is a non-profit local agency manned by volunteers that helps place those over 55 in suitable jobs. MOTION CARRIED.

GROW inter-
view motion

Mr. Moore made a motion that the library staff and board begin now to plan a suitable public observation in keeping with the National Bicentennial Commissions' guidelines for local community participation in our nation's 200th birthday celebration. Mr. Borlen seconded the motion. MOTION CARRIED. A file will be started that will include ideas and book lists.

Bicenten-
nial
motion

The meeting closed at 5:45 p.m. The next regular meeting will be at 8:00 p.m. on April 15, 1974.

Respectfully submitted,

Constance M. Wickins

Mrs. Ralph Wickins
Secretary Pro-Tem

MEMORIAL FUND REPORT FOR FEBRUARY 1974

First Federal Savings account:	\$771.30
Security Trust Checking " :	<u>76.55</u>
Total both accounts:	\$847.85

(\$25.00 check from Golden Agers yet to be deposited.)

Gifts:

Casette tapes made by Mr. R. Harmon of speeches made by President Kennedy and President Lincoln.

New books: Cayuga County and Delaware County from Mr. Martin Wehle

Used books:

Mrs. Joseph Hofschneider	12 Jansen Dr.
Mr. Joseph DeRitis	6 Weathersfield Rd.

Used paperbacks:

Mrs. Judy Bieck	30 Westway
Mrs. David C. Johnson	186 Hillary Dr.

P. VanBuren

MINUTES OF THE REGULAR MEETING-CHILI LIBRARY BOARD OF TRUSTEES, February 18, 1974

The meeting was called to order at 8:30 p.m. Mr. Borlen, Mr. Moore, Mrs. Wickins, and Ms. Gardella were present. The minutes of the January 29, 1974 meeting were approved.

Mr. Moore moved that the bills for February be paid (Abstract #2, Bills motion items 23-28) in the amount of \$204.00. Mrs. Wickins seconded the motion. Motion carried.

The chairman notified the board that a certificate of deposit was issued for one month for \$62,000 on January 31, 1974.

Certificate of deposit

Each member received a copy of the trial balance for the month of January.

Mr. Moore moved that the board confirm the employment of Mrs. Oliver as the cleaning person. She will work five half days a week for the library at the salary of \$2.70 per hour plus six months benefits. Mrs. Wickins seconded the motion. Motion carried.

Mrs. Oliver's employment confirmed

There was a discussion of the need for additional audio-visual materials and equipment for the library. Miss Robinson said that she saw a need for a permanent collection of feature length films, especially those that have holiday themes. Ms. Gardella moved that Miss Robinson be authorized to purchase films for a permanent collection for the library, using funds from our revenue-sharing money, not to exceed \$1,000. Mr. Moore seconded the motion. Motion carried.

Film purchase authorization-revenue sharing funds

There was a discussion of ideas for the Library Outreach program. Board members agreed to conduct an informal survey among community members in an attempt to establish what the most critical need would be for this type of program. Miss Robinson agreed to write a simple survey form that library patrons could fill out. This form would also be available to people who attend next month's Hobby Show. It is hoped that the results of this survey will help the board establish the most useful type of outreach program possible.

Outreach survey

Mr. Moore moved that the librarian streamline the overdue notification system by combining the information now contained in the third notification letter with what is now in the fourth notification letter. Ms. Gardella seconded the motion. Motion carried.

Overdue notification motion

The meeting closed at 10:00 p.m. The next regular meeting will be Monday, March 18, 1974.

Respectfully submitted,

Deborah Gardella

Ms. Deborah Gardella
Secretary

LIBRARY DIRECTOR'S REPORT - February 1974

Payroll: Through February 2 \$ 4,046.52
 #4 (Feb. 4 - Feb. 16) 777.50
 February 28, 1974 1,506.77
 \$ 6,330.79
 #5 (Feb. 18 - Mar. 2)

Fines: \$364.01 Circulation: 9,377 (10,675 - 1973; loss of 1,298)

Revenue Sharing: Total encumbered \$4,572.32

Groups Meeting within the Library:

Teen Reading Club (2/4, 2/11, 2/18, 2/25)

Gates-Chili representatives, Mr. Madsen, Miss Hubbert, Mr. Sarley, and Mrs. Potter met with Mrs. Willard, Mrs. Fulford, and Miss Robinson on February 6 for an informal exchange of ideas and problems shared by both the school and public libraries.

Luncheon on Feb. 11 for volunteers and staff, hosted by Mr. and Mrs. Borlen and attended by 21.

February 19 - Guided observation program for pre-schoolers: one hour of introduction to the library (stories, film, brief talk) under the direction of Mrs. Fulford.

Area clergymen and recreation officials met in the library (2/20) in the morning when the town meeting room was unavailable.

Groups Meeting in Town Meeting Room:

Story Hours: February 4 - April 26:

 Mondays 1:30 (2/4, 2/11, 2/18, 2/25)

 Wednesdays 9:30 and 10:15 (2/6, 2/13, 2/20, 2/27)

 Fridays 9:30 and 10:15 (2/8, 2/15, 2/22)

Creative Dramatics, conducted by Mrs. Joan Ginn (2/8, 2/15, 2/22)

Children's Saturday films (2/9, 2/16, 2/23)

Friday family films: 2/1, 2/8, 2/15, 2/22.

Meetings Attended Outside the Library:

2/6 and 2/20 Children's Book Meetings at RPL.

2/13 and 2/27 Adult Book Meetings at RPL. Meeting with Kay Adams on 2/13 for discussion of proposal to MCLS for increased services to senior citizens. On 2/27, preview of New York Graphic Society's new framed prints and sculpture.

Book Ordering:

In addition to orders placed through regular selection lists, we have ordered some titles directly from publishers to fill subject gaps. Processing will

MEMORIAL FUND REPORT FOR JANUARY 1974

First Federal Savings Account	\$ 771.30
Security Trust Checking Account	<u>76.55</u>
TOTAL BOTH ACCOUNTS	\$ 847.85

To be added to bank account: \$25.00 check received from
Golden Age Club, February 11, 1974.

GIFTS:

Used books:

Mrs. Ethel Mosher 42 Fenton Road

Mr. & Mrs. Jules Fink Southview Circle Fayetteville, North Carolina

P. Van Buren

LIBRARY DIRECTOR'S REPORT - January 1974

Payroll #1 (Dec. 24 - Jan. 5) \$ 1,018.77
#2 (Jan. 7 - Jan. 18) 1,018.66
#3 (Jan. 21 - Feb. 2) 1,125.74
883.35
#4 (Feb. 4 - Feb. 16)* \$ 4,048.52 *not available when report prepared

Fines: \$378.70 Circulation: 9,768 (loss of 1,199 from 1973 total of 10,967)

Revenue Sharing: Total encumbered through Jan. 26, 1974 \$4,358.15

Gaylord:

1-26-74	Periodical displayer & storage unit ordered	\$ 697.56
10-9-73	Periodical displayer & storage unit ordered & received	697.56
10-9-73	Two record browsers ordered & received	812.00

Library Bureau - Remington Rand:

10-9-73	Shelving ordered and received	2,227.45
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Merkel-Donohue:

10-21-73	Chair ordered and received	54.98
10-21-73	Steel case desk ordered	168.60

Groups Meeting Within the Library:

Teen Reading Club (1/7, 1/14, 1/21, 1/28) for weekly hour-long book and film discussion. Average attendance - 4 junior high students.

Meetings in Town Meeting Room:

Film shown to Senior Citizens' Group on January 2.

Family films on Friday evenings (1/18, 1/25) - with over 100 to see "King Kong"

Meetings Attended Outside Library:

1/7 meeting at Gates-Chili School with Mr. Madsen about school-library compilation of bibliography for use in the schools.

1/16 and 1/30 Adult book meetings at RPL and on 1/16, meeting with Outreach Consultant, Kay Adams, and town librarians Sue Swanton (Gates) and Reggie Campbell (Brighton) for brain-storming session

1/9 and 1/23 Children's book meetings at RPL

Rearrangement of parts of the collection is underway:

Juvenile materials have been relocated in some cases, to facilitate use by the youngsters of picture books and early readers and fairy tales. Young adult fiction paperbacks and hard cover books have been merged into one fiction collection. Soon the young adult non-fiction and biography sections will be incorporated into the adult collection to simplify finding information. Paperbacks will be cataloged in many cases as more ephemeral paperbacks will be stored on the revolving rack (focus grant for equipment from MCLS for 1973).

MINUTES OF THE REGULAR MEETING-CHILI LIBRARY BOARD OF TRUSTEES, January 29, 1974

The meeting was called to order at 8:30 p.m. All board members, the town board liaison, and Miss Robinson were present. Minutes of the January 19, 1974 meeting were approved.

A letter has been received from the State Board of Regents which states that an absolute charter has been granted to the Chili Library. The charter document should arrive soon.

Absolute
charter granted

Mr. Moore moved that the bills for January be paid (Abstract #1, items 1-22, in the amount of \$1,283.11). Mrs. VanBuren seconded the motion. Motion Carried.

Bill motion

Ms. Gardella moved that in the future the library director's report be mailed to the members of the board and town board liaison by the 10th of the month covering the activities of the previous month. Mr. Moore seconded the motion. Motion Carried.

Director's
report motion

Mr. Moore moved that the Friends of the Library, in cooperation with the library director, be allowed to use the library for the annual Hobby Show on March 9 and 10, 1974. Mrs. Wickins seconded the motion. Motion Carried.

Hobby Show
motion

Mr. Borlen moved that Mrs. Henderson be taken off the hourly payroll schedule and placed on the monthly payroll at the identical salary with no change in her employee status. Ms. Gardella seconded the motion. Motion Carried.

Payroll schedule
motion

Mr. Moore moved that the library director keep a copy of the total cumulative payroll, period by period, on hand for the information of the board members. Mrs. VanBuren seconded the motion. Motion Carried.

Cumulative
payroll information
motion

It was noted that Hilda Howl, our cleaning person, is retiring. A replacement for her will be hired by the town and, as has been the custom, the library will share the cleaner with the town. The cleaning person will work in the library for four hours a day and in the town for four hours a day.

Employee Hilda
Howl retirement

The board reviewed the status and general working condition of the Xerox machine which is in the library. The cost of the machine is underwritten by the Chili Businessmen's Association.

Xerox machine

The board discussed the library's revenue sharing funds and the plans for spending the money that will be coming in 1974. Mr. Borlen told us that another periodical displayer and storage unit has been ordered (which will be paid for by revenue sharing funds). The possibility of ordering additional storm windows is also being considered.

Revenue sharing
funds and
expenditures

There will be a program for pre-schoolers and their parents at the library on February 19, 1974 at 7 p.m. Over 75 children have been invited.

School/library
program for
children

Mr. Moore moved that Miss Robinson and Mrs. Fulford be reimbursed at the rate of \$.12 per mile (18 miles round trip) for their attendance at the regularly scheduled book meetings at RPL. Mrs. VanBuren seconded the motion. MOTION CARRIED. Mileage motion

Ms. Gardella moved that Miss Robinson or Mrs. Fulford be authorized to attend any special meetings that are held by MCLS and that they be reimbursed for mileage. At the end of the MCLS fiscal year, the Chili Library is then reimbursed for their attendance at these special meetings. Mr. Moore seconded the motion. Motion Carried. Mileage for special MCLS meetings

Ms. Gardella moved that the chairman and the vice chairman of the board be allowed to sign the authorization for a time deposit certificate for the library's operating fund (less money necessary for current operations of the library) as has been the standard procedure in previous years. Mrs. VanBuren seconded the motion. Motion Carried. Time deposit motion

Mr. Borlen moved that we join the Library Trustee's Foundation of New York State. The annual dues for membership are \$25.00. Mr. Moore seconded the motion. Motion Carried. Library Trustee's Foundation membership motion

Mr. Moore moved that we tentatively approve the library director's annual report which goes to Albany. Ms. Gardella seconded the motion. Motion Carried. Annual report motion

Mr. Moore moved that each board member and the town board liaison receive a copy of the trial balance sheet each month. Mrs. Wickins seconded the motion. Motion carried. (three yes votes, with Mr. Borlen voting no). Trial balance motion

Mr. Moore moved that the library director investigate the possibility of establishing a library outreach program for Chili's shut-ins and elderly. The possibility of a book delivery service was suggested. Mrs. Gardella seconded the motion. Motion Carried. Book Delivery/ Outreach motion

Mr. Moore moved that a study be made of the feasibility of locating library sites at four extremities of the town. Mrs. VanBuren seconded the motion. Motion Carried. Library sites study motion

The meeting closed at 10:30 p.m.

Respectfully submitted,

Deborah Gardella

Ms. Deborah Gardella
Secretary

The meeting was called to order at 5:16 p.m.

Present were Mr. Moore, Mrs. Wickins, Mr. Borlen, Ms. Gardella, Mrs. VanBuren, and Mr. Criddle.

Note: all members were present although there was not a five-day written notice as required by the by-laws.

Ms. Gardella moved that minutes of the special meeting of December 28, 1973 be approved. Mr. Borlen seconded the motion. Four members voted to accept the motion. One member voted no (Mr. Moore). Motion Carried. Minutes of special meeting

Ms. Gardella nominated Mr. Borlen to be chairman of the board for the year 1974. Mrs. VanBuren seconded the nomination. Four members voted yes with Mr. Moore voting no. Mr. Borlen was elected. Motion Carried. Election of 1974 officers

Mr. Moore nominated Mrs. Wickins to be vice chairman. The nomination was seconded by Ms. Gardella. Mrs. Wickins was elected with four yes votes and one abstention. Motion carried.

Mrs. VanBuren nominated Ms. Gardella to be secretary. Mr. Moore seconded the nomination. Ms. Gardella was elected with five yes votes. Motion Carried.

Mr. Moore nominated Mrs. VanBuren to be secretary of the Memorial Fund. Mr. Borlen seconded the nomination. Mrs. VanBuren was elected with five yes votes. Motion Carried.

The board reviewed with favor the performance of the library director and all agreed that Chili is very fortunate to have such an able director. Ms. Gardella moved that Miss Robinson's salary be increased by \$500.00 as agreed to in her original contract. Mr. Moore seconded the motion. The motion was passed unanimously. All agreed the increment was well deserved. The raise will take effect as of February 1, 1974. Library director increment motion

The board reviewed with favor the performance of the other library staff members.

Mrs. VanBuren moved that we raise the staff's salary by 5%. Ms. Gardella seconded the motion. The motion passed unanimously. Mr. Moore and Mrs. Wickins voted with the majority but asked to be put on record as favoring an 8% raise. Motion Carried. Library staff raises motion.

Barbara Fulford.....from \$4.25 to \$4.46	
Bertha Henderson....from \$3.41 to \$3.58	
Thelma Dumbleton....from \$3.02 to \$3.17	Pages...from \$1.50 to \$1.58
Ethel Mosherfrom \$2.91 to \$3.06	
Linda Clement.....from \$2.90 to \$3.05	

Mr. Moore moved that any memo or directive to all board members come from the chairman or at his direct request or at the pleasure of any three members. Mrs. Wickins seconded the motion. The motion was defeated with three no votes (Wickins, Gardella, Borlen), one yes vote (Moore), and one abstention (VanBuren). Motion Defeated. Board communications motion defeated

Mrs. VanBuren moved that any communication concerning the library originated by a board member go to all board members and the town board liaison. Mr. Moore seconded the motion. Four members voted yes with Ms. Gardella voting no. Motion Carried.

Board communi-
cations motion

Ms. Gardella moved that a twelve-month schedule of meetings be adopted. The third Monday of every month at 8:00 p.m. commencing in February seemed to be most convenient. Mrs. Wickins seconded the motion. Motion Carried unanimously.

Board meeting
schedule
motion.

The regular January meeting will be January 29, 1974 at 8:00 p.m.

Regular Janu-
ary meeting

Mr. Moore moved to adjourn the meeting at 6:30 p.m.

Respectfully submitted,

Deborah Gardella

Ms. Deborah Gardella
Secretary