CHILI PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
JANUARY 24, 1995

Call to order 7:00 pm


Dave Harris attended the first part of the meeting and informed us of the work he is doing on behalf of the Friends of the Chili Public Library. He spoke with Bill Kelly a few weeks ago about the group, and Mr. Kelly indicated that we should look into incorporating the group. Dave was under the impression that we could get the legal help necessary for this at no cost, but was unsure since Mr. Kelly said it could be a costly project. This will be put on hold until more information is forthcoming. Dave needs to file forms with the State of New York which include by-laws for the Friends group in order for the group to use a professional fund-raiser. Dottie and Megan will work on putting together by-laws for this effort. Dave wants to file these papers by May 1, 1995.

ELECTION OF OFFICERS: Election of officers by unanimous vote was as follows: President: Randy Allen (nominated by Megan Neumann, seconded by Gary Squires); Vice-President: John Collins (nominated by Rilla Crothers, seconded by Megan Neumann); Secretary: Megan Neumann (nominated by Rilla Crothers, seconded by John Collins); Treasurer: Jim Lechner (nominated by Rilla Crothers, seconded by Gary Squires).

MINUTES of the December 29, 1994, meeting, approved as written.

ABSTRACT OF BILLS, FINE AND PAYROLL RECORD: Motion to approve abstract # 2 for $5856.80 by Rilla Crothers, second by Gary Squires was approved.

COMMUNICATIONS:
Letter from the Board to the staff commending them for their help to Nancy Meyer who wrote a letter to the editor of the GC-News because of their helpfulness.

Letter from Marcia Rosenberg, on behalf of the board, to Donn Wilshaw noting our concern about the reduction in square footage recommended for the new library. Also thanking him for his work.

Letter from Marcia Rosenberg to the board resigning from the board effective January 31, 1995.
Circulation:  Dec. 1993 = 14,399  
Dec. 1994 = 14,120  
279 loss

Total Circulation for 1994 = 208,723

Fines for December:  $1,442.36

Meetings & Activities:

12/30 - Two Wyse terminals installed. One is on William's/Jeanne's desk and the other is on the handicapped accessible table. In addition, there are 5 Opac terminals in the adult area, one Kidscat and one Wyse in the children's area, one staff terminal in the workroom for conversion, and three Wyse terminals at the circulation desk.

- Meeting with David Harris to discuss the Friends organization.

1/3  - Librarians' meeting
1/4  - Directors' Advisory Council at RPL
1/5  - Sean attended the Reference Roundtable for William
1/7  - Chili Challenge Task Force - fourth public hearing
1/10 - Librarians' meeting
1/13 - Persons notified after deadline for card catalog bids

The New York Library Association (NYLA) Legislative Day in Albany is scheduled for Tuesday, February 14.

MCCLS will provide orientations for new trustees on March 17 (noon - 2 p.m.) or on March 18 (9 - 11 a.m.). The registration forms will be sent soon.

Bertha Henderson, who retired from the Library in 1980, passed away on December 22, 1994. Bertha served the library for 18 years. She was an exemplary employee, mentor, and fine friend to both staff and patrons. Her husband David has asked that memorials be made to the Library's Memorial Fund.

David will send a letter specifying what the family's wishes are for the use of the donations. Their daughter, Sue, is Director of the Parma Public Library. We have discussed the possibilities on several occasions. A full report will be given at the Board Meeting.

Laurie St. Laurent, employed now at the East Lansing Public Library, is being considered for an expanded position. We have sent along information that we developed here for their use in compiling job descriptions and in certifying Laurie for the new job.

Dorothea Pompa
CHILI LIBRARY MEMORIAL FUND
Opening Balance December 19, 1994
$19,743.61

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MEMORIAL TOTALS: $1,090.00

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Closing Balance January 23, 1995
$21,411.21
### Opening Balance January 23, 1995

$21,411.21

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**TOTAL TOTEBAG SALES:** $67.50  
**TOTAL BOOK SALES:** $254.00

### Closing Balance February 15, 1995

$20,687.71
January 9, 1995

Chili Public Library
3235 Chili Avenue
Rochester, New York 14624

Attention: Dottie Pompa

Dear Dottie:

In reading the December 28 issue of the Gates Chili News, I was pleasantly surprised to read a letter from Nancy Meyer about her recent visit to the library.

I am sure that you have all seen this letter. On behalf of the Board of Trustees, I would like to let you know that we really appreciate your efforts. As the letter states "you have brought a ray of sunshine" into a person's life with just a warm, friendly smile.

Dottie, please express our sincere thanks to all of your staff for a job well done.

Sincerely,

Randy Allen, Secretary
CHILI PUBLIC LIBRARY
BOARD OF TRUSTEES
January 4, 1995

To the Trustees of the Chili Public Library;

It is with great difficulty, regret and sorrow that I have made the decision to submit this letter of resignation to you.

I have reached this decision after much thought and deliberation. With the changes in my life and my erratic schedule I feel I cannot contribute to the Board as fully as I would like and with the time it needs and deserves. You know the Library is high on my priorities and I hope to become active in other areas for the Library.

I have enjoyed working with all of you and will follow the "campaign" closely.

Please accept my resignation as of January 31, 1995.

Marcia

Marcia D. Rosenberg
Call to order 7:00 p.m.


AGENDA AMENDMENT: Motion to approve amended agenda by John Collins, second by Gary Squires was approved.

MINUTES of the January 24, 1995, meeting, approved as written.

ABSTRACT OF BILLS, FINE AND PAYROLL RECORD: Motion to approve abstract #5, dated February 28, 1995, for $8,493.81 by John Collins, second by Gary Squires was approved.

COMMUNICATIONS:
Letter from family of Bertha Henderson asking that the memorial fund in her honor be used in an appropriate and lasting manner in our new building. A letter was sent to Mr. Henderson was after the memorial fund was set up. There is currently $6,045 in this fund.

Randy received a letter from Bill Kelly assigning the Board a copier i.d.. number. If it is necessary for any board members to use the town hall copier we have our own number to use, which Dot will keep in her files.

Dot wanted us all to be aware of the MCLS trustee orientation, which will be held on March 17 or 18. Dot has copies of the reservation form if we did not receive one.

Dot received a letter from Barkstrom and Lecroix offering their assistance with plans for the new library. They also sent her a copy of the plans they had drawn up in 1992-92.

DIRECTOR’S REPORT:
* Dottie met with Mr. Carr (the Commissioner of Public Works) regarding the reconstruction of the bathrooms to meet ADA compliance. Mr. Carr, who will be coordinating the project, will keep Dot appraised on the project, which should start in about three weeks.
* The papers have been filed for the $4,500 legislative grant obtained through Mary Ellen Jones. The money should be coming soon.

* The minutes from the February 17 staff meeting were enclosed in our packets.

* The LSCA Title II grant that we spoke about last meeting had too short of a deadline date for us to apply this year. Maybe next year we'll be more prepared.

* Dot wanted to thank all of those who worked on the legislative postcard campaign. Chili sent in 160 postcards. Countywide there were 8,000 sent.

* Sean has gone to Arlington, VA, for a Computers in Libraries Conference (Feb. 28-Mar. 2). He will be reporting on this conference.

* The MCLS is deciding on E-Mail mailboxes for the Internet. Each library may be getting up to 6 mailboxes at a cost of $50 each (annual cost). There will be more discussion on this.

* Vangie, Carol, Pat and Jim attended the Rochester Regional Library Conference Teleconference February 14 at RIT. There are 5 of these conferences all together.

* There will be a MCLS regional county delegation meeting on March 22 at the Henrietta Public Library. Our county legislators have been invited to improve communication with them. This is a time to make them more aware of some of the services offered, not time to ask for more money. There are 3 other meetings scheduled on March 8, March 29, and April 6 if we cannot attend the March 22 meeting.

* Dot will be attending the Friends’ Council Meeting on March 23 at the Brighton Library.

**COMMITTEE & OFFICER’S REPORTS:**


* There was no report from the nominating committee. They will be meeting soon.

* The long-range planning committee met and went over five pages of goals provided by the staff. They critiqued these goals, and have returned them to the staff for review and revision. They will meet again soon.
I attended Mecklermedia's Computers in Libraries Conference that was held Tuesday, February 28th through Thursday, March 2nd, 1995.

Conference sessions were held in 4 different tracks simultaneously: The Internet, Revolution, CD-ROM, and Special Libraries. Most of the sessions that I attended were part of the Internet track.

On Tuesday, I attended these sessions: Internet in Rural Public Libraries: Assistance or Aggravation?; Long Distance Education: An Internet Alternative; Electronic Beowulf: Scholars on the Net; Electronic Marketplace: Vendors on the Net; and The Capital: Government on the Net.

On Wednesday, I attended these sessions: Planning for the Implementation of a WWW Server; The WWW in the Library; Listservs for Librarians; and Measuring Service on the Internet.

On Thursday, I attended these sessions: Are Libraries Necessary in the Revolutionized Environment?; The PLACES Game—What It Is and How to Play It; How to Construct the Game and its Learning Objectives; Applications and Scenarios for Using the Game.

Some of the major ideas that were discussed at the conference were:

A) CD-ROMs are a resource that will be outdated soon if they are not already.

B) The Internet is growing so fast that it may collapse under its own weight and that the Internet is not as reliable as some other services such as Compuserve. Mike McCullough told me the other day that you could contact the Space Shuttle through the Internet. After the shuttle’s address was advertised, the line was too busy for most people to connect. Some other resources on the Internet may be available one day and disappear the next.

C) In the coming years, libraries will have to choose more than ever before between collection building (book buying) and access (computer links to the Internet) as multi-media rather than print sources become the norm.

D) Human mediators (librarians) are going to to be phased out just as the old-time telephone operators were. The telephone operators that used to talk to each caller before patching them through were replaced by switches. Collaborations in the future will be between patrons and libraries rather than between patrons and librarians. The middle man (librarian) will be replaced in this scenario.

E) Libraries themselves will become resources of last resort.

Are CD-ROMs already dated and will the Internet collapse or mutate into something else? Will libraries become dated and collapse or mutate into something? No one really seems to know but most people at the conference talked about one extreme or the other.

Without having used Internet yet, based on the comments of others, I’m not sure how much Internet will be used for reference questions. You have to dig for information on the Internet and you might not be sure of the source's reliability. The reason that libraries should have the Internet, in my opinion, is the same reason that they have newspapers and magazines. Newspapers and
magazines are current-events resources, sources of entertainment, and may deal with very specific patron interests. The Internet will probably find its niche in the library just as video tapes and electronic card catalogs have. Its coming will probably leave us with an altered, but not substantially different, library.

Respectfully submitted,

Sean Gagnier
Opn No. 80-260

LIBRARIES—Reserve Funds (establishment of)—Public Moneys (use of surplus moneys)

EDUCATION LAW, § 259(1): (1) Moneys appropriated by a town for the town public library and not expended during the fiscal year remain the property of the library. (2) A town public library may establish a reserve fund without prior approval by the town board.

This is in reply to your letter in which you ask whether moneys appropriated by a town for the town public library which are not expended during the fiscal year must be returned to the town, or whether such moneys remain the property of the library.

Education Law, § 259(1) provides that moneys appropriated for municipal or school district library purposes should be kept as a separate fund by the municipal or school district treasurer and expended only upon the direction of the library trustees. In addition, such section requires the municipal or school district treasurer to pay moneys appropriated for library purposes to the library upon written demand therefor by the library trustees.

No provision of law requires that moneys appropriated for library purposes which are not expended during a fiscal year must be returned to the municipality or school district which sponsors the library. Moneys appropriated to the library remain the property of the library and, therefore, surplus moneys in a municipal or school district public library fund or surplus moneys held by the library treasurer may be carried over from year to year (see Opns St Comp, 1975, No. 75-399, as yet unreported; Opns St Comp, 1979, No. 79-866, as yet unreported and addressed to you).

You also ask whether town board approval must be obtained before a town public library may establish a reserve fund. We are aware of no statutory requirement that a town board give prior approval to the establishment of a reserve fund by a town public library and, therefore, it is our opinion that no such prior approval is necessary.

August 21, 1980
Mr. Peter McCann Gillard, Assistant Director
The Smithtown Library
Chili Library Memorial Fund Accounts
Opening Balance $10,814.97
03/27/95
Deposit $107.50
Booksale: $60.00
Ireland Memorials: $25.00
Totebags: $22.50
04/17/95
Deposit $677.50
Booksale: $152.50
Powell Memorial: $500.00
Ireland Memorial: $10.00
Closing Balance: $11,599.97

Chili Library Memorial Fund CD Account
Opening Deposit March 13, 1995
$10,000.00
Maturity date: September 11, 1995 (No Activity) Interest 5.35%
Yield 5.50%

Chili Library Memorial Fund
for Bertha Henderson
April 19, 1995 - $200.00
(No activity)

Bertha Henderson Memorial CD Account
April 19, 1995 - $5,850.80
Maturity date: March 13, 1996 (No activity) Interest 6.30%
Yield 6.50%
Programming:
Preschool storytime ended on April 7th. The last two months we had 28
sessions of storytime with an attendance of 420. Chuck's Tuneful Tales
visited the library during Spring Break with 65 people attending.
Toddler Time registration started and ended on Monday, April 10th. Four
sessions, with 11 children in each session, were filled by 12:30pm.

Displays:
Our displays for the past two months included: Women's History Month,
Poem of the month, Unicorns, Famous women (books), Easter books, spring
things, and spring sports books. We also have hand-designed t-shirts
from a fourth grade class at Paul Rd. school. These shirts were used
as book reports by the children.

Meetings:
I attended collection development meetings at Rundel on March 8th and
April 12th. I also attended a Public/school librarians meeting on
March 9th. On March 17th I went to Irondequoit for a Town Childrens
Librarians meeting. We discussed summer programming at each of our
libraries. It is always very interesting and informative to find out
what other libraries are doing.

Miscellaneous:
Preparations for our summer reading program are continuing. Our flyers
and reading logs are at the printer now. The Visiting Artists have
been booked and a school-age storytime is planned.
A homeschool group visited on March 21 for a tour of the library and
some instruction in using some of the information finding tools.

Michael McCullough
March 23, 1995

Marcia Rosenberg
38 DaVinci Drive
Rochester, NY 14624

Dear Marcia,

A very belated letter to offer our thanks and appreciation for all your time and service to the Chili Public Library Board of Trustees. Just mentioning five and a half years says nothing about your contribution—from being secretary from 1991-1993, your short stint as vice-president, and then taking over the presidency when Buz left in 1994. None of this covers your ready smile, your thoughts, insights and questions which helped us all.

We understand your reasons for leaving, but we regret your decision just the same. We are hoping that we will be able to count on your ready assistance in getting our new Friends group off the ground, because selfishly we know that we can count on you to get the job done, with your usual dedication to the Chili Public Library.

Thank you once again—and, we miss you!

Sincerely,

Megan L. Neumann, secretary
Chili Public Library Board of Trustees
Call to order 7:00 p.m.

PRESENT: Randy Allen, John Collins, Rilla Crothers, Jim Lechner, Megan Neumann, Dottie Pompa.

MINUTES of the February 28, 1995, meeting were approved after amending the first paragraph of under old business to read: "Motion to place the monies (up to $6,000) from the Bertha Henderson Memorial fund into a one-year certificate of deposit by John Collins, second by Gary Squires was approved. Dot was asked to submit a wish list for monies in the memorial fund for the next meeting. We will put $10,000 of the remaining balance in a 6 month certificate of deposit. Motion to approve amended minutes was made by Jim Lechner, second by Rilla Crothers.

ABSTRACT OF BILLS, FINE AND PAYROLL RECORD: Motion to approve abstract #8, dated March 21, 1995, for $8,919.61 by John Collins, second by Megan Neumann was approved.

COMMUNICATIONS:
Letter from Senator Mary Ellen Jones indicating that the money we have anticipated getting to pay for the new counters, etc., will probably not be forthcoming because none of the grants she requested have been paid.

There was discussion around a letter drafted to Dick Panz about our concerns about CARL. Dottie explained that some of the other library directors thought trustees shouldn't get involved in the situation yet, but we still felt we should voice our concerns. Randy was unsure about some of the complaints in the letter, so Dottie explained them. She also indicated that the people from CARL had been in Rochester for a few days and were working feverishly to get some of the problems cleared up.

DIRECTOR'S REPORT:
* Dottie wanted us to know that the LSCA Title II grant deadline (the one we couldn't meet before) had been shortened to March 24, 1995.
* Dottie reminded us of the MCLS regional county delegation meeting at the Henrietta Public Library on March 22 (tomorrow evening). Dottie and John will be attending. Dottie also said she had spoken with Tracey Logel, and that she is planning to attend.

* Michael wanted to let us know that he was involved in a program last year sponsored by Prudential called JumpStart 1994. It is a program aimed at getting kids to come to the library and to get library cards. Through their participation, Paul Road School won $1,000.

* The 1994 Annual Report was completed and signed and should be on its way to Albany.

* Dottie, Donn Wilshaw, and several of the members of the town board attended the March 7 meeting of the Gates-Chili Chamber of Commerce meeting. The chamber was responding to Susan Swanton's plea that they support the new facilities project. The chamber will support this endeavor, and will send a letter to the town board, and to all the businesses in Chili.

* William has conducted an advance training session on CARL for the staff. No public training sessions have been set up as yet.

* Cindy Steltz from the Catholic Family Center will give a presentation at the March 24 staff meeting on "Community Service for the Elderly and their Caregivers."

* Included in our packets was a report from Sean on his Computers in Libraries conference. Because of some of the statements in this report, we will be asking him to come to a future meeting and expand on his impressions of some of the major ideas discussed.

**COMMITTEE & OFFICER'S REPORTS:**

* There was nothing for the nominating committee to report. They are still in process.

* Jim brought us up to date on the balance in the Memorial Fund and the purchase of certificate of deposits for the general memorial fund and the Bertha Henderson memorial fund. After purchasing a $10,000, six month CD (interest yield of 5-1/2%, maturing on September 11, 1995), the general memorial fund has a remaining balance of $10,814.97. After purchasing a $5,850.50, one year CD (interest yield of 6-1/2%, maturing March 13, 1996), the Bertha Henderson memorial fund has a remaining balance of $200.00.

* Dottie and Megan have drawn up a first draft of by-laws for Friends of the Chili Public Library, but need to discuss and revise them. Dottie is trying to contact Dave Harris because he was going to try to get space in Chili-Paul Center for a
giant book sale during the Chil-e Fest. Jim suggested that she speak with Ron Fodge about getting the space since he had contacted the Fire Department about using the JoAnn Fabrics space. We discussed the timing for a membership drive for the Friends group and generally agreed that late summer/early fall seemed to be the best time for this.

OLD BUSINESS:
* We have been given more information from Rich Stowe on how to set up a capital reserve fund for the library. After much discussion a motion was made by Randy Allen, second by Rilla Crothers:
Be it resolved pursuant to Section 6-C of the General Municipal Law that the Board of Trustees of the Chili Public Library establishes a capital reserve to finance the cost of equipment, construction, reconstruction, acquisition or renovation of facilities for the Chili Public Library.

The Treasurer (Town of Chili Supervisor) is directed to deposit monies of this reserve fund in a separate bank account to be known as the Library Reserve.

Money for this reserve will be provided by appropriations and/or allocations of surplus monies. The Treasurer is authorized to invest, from time to time, monies of the reserve fund pursuant to Section 6-F of the General Municipal Law.

No expenditures shall be made from this reserve except upon authorization of this Board.

This resolution was adopted at a meeting of the Library Board of Trustees on March 21, 1995.

* A second motion was made by Jim Lechner, second by Megan Neumann, and approved by the board. It is as follows:

The Board confirms the existence of last year's unexpended balance in the amount of $36,568.00 and directs the President of the Board of Trustees to write a letter to the Treasurer (Town of Chili Supervisor) directing the Treasurer to place $36,568.00 of the library's surplus in the established library reserve.

Randy will take care of setting up the account, and will use the library's federal tax i.d. number (16-6002212) on the account.

* Randy, Dottie, Rilla and Megan talked about the workshop meeting that was held on March 18 in regard to the Chili Challenge Task Force recommendations to the town board. Donn Wilshaw will work with Bill Kelly and Don Faso to set up some specific goals for focus groups that will be set
up. The consensus of the four of us present was that some of the board members had not even read the recommendations, and we were disappointed that something more concrete was not done on the 18th. The only rallying point was Bill Kelly's statement that the library is a "critical need". It's nice to hear someone besides us say it out loud.

* The long range plan is still being revised. The committee will meet again soon.

* There was a pre-construction meeting (regarding the reconstruction of the bathrooms) on March 9th (which Dottie was meant to be invited to, but somebody forgot). There is some confusion between what the engineers recommended and what really needs to be done. Dottie is supposed to have two weeks notice before the work begins.

NEW BUSINESS:
* We discussed having a trustee handbook made up with board resolutions, library policies, and a list of acronyms, etc. Dottie volunteered Jeannie Austin to work on it. Megan will help her if she needs it.

* Dottie’s wish list was short: new chairs. A motion by Randy Allen, second by Jim Lechner to buy 50 chairs, not to exceed $112 per chair, at Dottie’s discretion, with funds to come from the memorial fund, was approved.

ADJOURN: Motion by Rilla Crothers, second by Randy Allen was approved 8:50 p.m.

NEXT MEETING APRIL 25, 1995

Respectfully submitted,

Megan L. Neumann, secretary
CHILI PUBLIC LIBRARY

LIBRARY BOARD MEETING AGENDA

March 21, 1995
7:00 p.m.

MINUTES of the February 28, 1995 meeting

ABSTRACT OF BILLS, FINE AND PAYROLL RECORDS

COMMUNICATIONS
1. From Senator Mary Ellen Jones
2. To Dick Panz, MCLS Director
3. 
4. 

DIRECTOR'S REPORT
1. LSCA Title II grant deadline
2. Quadrant meeting, March 22
3. 1994 JumpStart
4. 1994 Annual Report
5. Gates-Chili Chamber meeting
6. Advanced CARL training
7. March 24 staff meeting
8. 
9. 

COMMITTEE & OFFICER'S REPORTS AND RECOMMENDATIONS
1. Nominating Committee - Rilla and Gary
2. Treasurer of the Memorial (Gift) Fund - Jim
3. Friends of the CPL - Megan and Dot
4. 

OLD BUSINESS
1. Capital Reserve Fund
2. March 18 Town Board Workshop
3. 
4. 

NEW BUSINESS
1. Wish list
2. 
3. 

Date of next meeting
Chili Library Memorial Fund
for Bertha Henderson
Opening Deposit $5850.80

02/15/95  Memorial Deposit  $6045.00
02/28/95  Interest       5.80
03/13/95  Withdrawal ($5850.80)
          (for CD account)

Closing Balance March 13, 1995
$200.00

Chili Library Memorial Fund
CD Account for Bertha Henderson
March 13, 1995
Opening Deposit $5850.80

Maturity date March 13, 1996
Interest rate 6.30
DIRECTOR'S REPORT ***** March 13 - May 24, 1995

Circulation: March 1994 = 19,732  April 1995 = 17,896
March 1995 = 18,947  April 1994 = 16,935
785 loss  961 gain

Fines: March = $2,360.08
April = 1,823.30

Meetings & Activities:

3/13  - Supervised four hours of community service
3/14  - Librarians' meeting
3/17  - Supervised four hours of community service
3/18  - Town Board Workshop to summarize and review the Task Force's recommendations on the Library/Town Hall
3/21  - Library Board Meeting
3/22  - Sean's program with the Holley Chief of Police - 30 attended
        - Quadrant Meeting at Henrietta for legislators, town board and library board members. John Collins and I attended. Much valuable and interesting information was shared. LAS and the Central Library representatives talked about their work and special collections. Bruce Van Hise talked about the expansion of the Central Library.
3/23  - User's Group
        - Jeanne attended the Friends Council meeting at Brighton
3/24  - Cindy Steltz presented a program on "Community Services for the Elderly and their Caregivers" followed by the regular staff meeting - 15 attended
        - Librarians' meeting
3/28  - Librarians' meeting
3/31  - Pat attended a meeting for me with a salesperson from Kex Copier
4/3   - Leadership Development Forum held at the Rochester Riverside Convention Center. Time well spent!
        - Staff attended a Teleconference at RIT
4/4   - Librarians' meeting
4/5   - Directors' Advisory Council meeting at RPL
4/13  - Town Library Directors' Council at the Rush Library
4/25  - Library Board Meeting
4/27  - User's Group at the Wheatley Library
4/28  - Library staff meeting
5/2   - Staff attended a Teleconference at Rochester General Hospital
5/3   - Directors' Advisory Council at RPL
        - Sean presented several programs at the Churchville-Chili Senior High School on "The History of Comic Books through Graphic Novels"
5/4   - Sean attended an Internet training session at RPL
5/9   - Librarians' meeting
5/11  - Town Library Directors' Council at the Penfield Library
        - Reports Committee at the Gates Library. I have replaced William on this committee. The next meeting will be at Chili on May 26.
5/16  - Sean attended a Tech Talk meeting at the Rush Library to discuss LANS (Local Area Networks). The newly formed group originated to foster an awareness of developing technology and to help libraries help each other with technical questions and decisions on equipment. Each participating library agreed to pay $25. to cover costs for speakers or demonstrations. The city and branch libraries have a full time consultant for this purpose. David D'Augustine will only be available to the towns to maintain the Roaring Cat workstations.
5/16 - Librarians' meeting
   - Interview with candidate for William's position

5/18 - Carol Fogarassy and Peg Pierce attended the Roundtable meeting at the Henrietta Library. This group meets several times a year to discuss CARL concerns from the viewpoint of the Circulation Desk Staff.

5/22 - Librarians' meeting

5/23 - Sean and Mike presented a puppet show at the Florence Brasser school to promote the summer reading program, scheduled to get underway on June 20 at 5 p.m.
   - Jeanne, Vangie and I attended a three-hour workshop at the Gates Library on Extended Searching Techniques in CARL. Staff from Database Editing conducted the workshop. It was extremely helpful.

The Wall was finished on May 19 - just six weeks from the start of the project. Door latches and locks are still to be replaced. It was decided by the contractor, Joe Testa, and Joe Carr, Commissioner of Public Works/Highway Superintendent, that the ladies bathroom door would not be relocated into the interior of the bathroom.

We are hoping to move one large range of reference books, one small bookcase of magazines, the two vertical file cabinets, map file, public computer and William/Jeanne's desk into a new configuration soon. William and I are doing some "space planning" to come up with work/office space for Pat and Carol next to my office and accommodate the other furnishings.

We will be looking at the Children's area when the MCLS space planning module is available. Irondequoit is using the grid right now. Mike and we are concerned that we must expand shelving within the Children's space for a collection that is expanding daily.

Carol has hired Donna Belliveau to fill the slot of Adult Page. Peg Pierce was promoted to the desk staff from the page position.

Sad news has reached us that Charmaine Gamache suffered a fall last Tuesday that resulted in her breaking both thighs and an arm. Char's treatments (both chemotherapy and radiation) had increased the past few weeks but her spirits were high and very hopeful for either remission or recovery. We continue to pray that she will pull through this current ordeal.

Dorothea Pompa
Chili Public Library Memorial Fund
Opening Balance February 15, 1995
$20,605.71

02/27/95 Interest 127.26
03/13/95 Withdrawal (Opened CD account) ($10,000.00)

Closing Balance March 13, 1995
$10,814.97

Chili Library Memorial Fund Accounts
Opening Balance $10,814.97

03/27/95 Deposit $107.50
Booksale: $60.00
Ireland Memorials: $25.00
Totebags: $22.50

04/17/95 Deposit $677.50
Booksale: $152.50
Powell Memorial: $500.00
Ireland Memorial: $10.00
Closing Balance: $11,599.97

Chili Library Memorial Fund CD Account
Opening Deposit March 13, 1995
$10,000.00
Maturity date: September 11, 1995  (No Activity)  Interest 5.35%
Yield 5.50%

Chili Library Memorial Fund for Bertha Henderson
April 19, 1995 - $200.00
(No activity)

Bertha Henderson Memorial CD Account
April 19, 1995 - $5,850.80
Maturity date: March 13, 1996  (No activity)  Interest 6.30%
Yield 6.50%
Call to order 7:05 p.m.


AGENDA AMENDMENTS were approved. Motion by John Collins, second by Gary Squires.

MINUTES of the March 21, 1995, meeting were approved as written. Motion for approval was made by Rilla Crothers, second by Gary Squires.

ABSTRACT OF BILLS, FINE AND PAYROLL RECORD: Motion to approve abstract #11, dated April 25, 1995, for $7,309.61 by Megan Neumann, second by John Collins was approved.

COMMUNICATIONS:
Dottie has received a letter of resignation from William. He will be leaving June 11, 1995, to finish his dissertation. He has been with the Chili Public Library for 6 years. Dottie would like to combine two part-time positions currently held by William and Jeannie into one full-time position. Jeannie will finish her degree in August, and Dottie would like to hire her full-time. She will ask Jerry if he can fill William’s position for July-August, and if not she will advertise the position as a temporary two month position.

Randy received several letters and papers from Marcia.

DIRECTOR’S REPORT:
* Ron Fodge has indicated that he would like the old library chairs for the Community Center. As soon as the new chairs are delivered, Dottie will Ron and he will pick up the old ones.

* Dottie explained information received from Dick Panz about a new method for funding public libraries. It would include creating a special taxing district, and the creation of the Monroe County Public Library Authority, which would be an operating/governing board for all libraries. The money would come from the county taxpayers, and could create more equitable funding for all libraries. We all thought it seemed an unwieldy idea.
* Jeannie Austin has put together a Chili Public Library Policies and Procedures/Trustee Handbook. When it is completed, information that is germane to the Library Board will be pulled out to create its own packet.

* Dottie attended the 1995 Leadership Development Workshop, and said it was time well spent.

* We now have a pc for public use. The computer and keyboard were donated and we purchased a monitor and printer.

* The new wall is moving along slowly.

* Jeannie Austin will attend the Tapping Trustee Power meeting on Saturday, April 29 and the Trustee Council Meeting held afterward and will report back to us. We discussed attending the Trustee Council Meetings and decided to name John as our designate, but still try to rotate attendance at the meetings. The dates of the next meetings are June 8, September 14, and November 5.

* Dottie reported on the quadrant meeting with the legislators. Two legislators attended, some town board members, some library board members. There was an update on the Rundel building expansion, and positive information given on CARL and other services offered.

**COMMITTEE & OFFICER'S REPORTS**

* The nominating committee is still looking for a new member to fill Marcia's seat.

* The bylaws for the Friends of the Chili Public Library were approved as amended. Motion for approval was made by Rilla Crothers, second by Gary Squires. Dottie will send these on to Dave Harris with a copy to Bill Kelly and Donn Wilshaw. We will be responsible for any legal fees involved in setting up this organization. Randy will contact Marcia to see if she will act as an organizational person for this group. There will be a "big book sale" held during Chil-E Fest in the former JoAnn Fabrics building. We will be using 1500 square feet. We will see how soon we can get into the building to facilitate the set up process.

**OLD BUSINESS:**

* Randy has sent a letter to Bill Kelly regarding the establishment of our capital reserve fund.

* Sean will come to a future meeting to talk to us about his Computers in Libraries conference after he has received more training in the area.

* The new chairs should be arriving soon.
NEW BUSINESS:
* We discussed who would get Internet E-Mail boxes. Dottie will definitely have one. One will be set up in Sean's name (to be used by all the staff), and we will offer one to Bill Kelly. The charge for these is $50 each, and will be billed for in September.

* Dottie discussed increasing the fines we charge for overdue materials to bring us in line with the rest of the system. The changes would be an increase to $.10 per day for children's items, and $.20 per day for adult items. At the same time she would like to drop the charge for putting holds on books (we are one of only three libraries charging for this). A motion by Rilla Crothers, second by Randy Allen to put this change into effect on July 1, 1995, was approved.

* Dottie also wanted to establish reasonable, standardized replacement charges for items that have been damaged, and then have to be reprocessed. The charges were approved by consensus. They are: pocket $.25, bar code $1.00, blue single cassette case $1.25, red cd case $2.00, clear inside cd case $.60, Book on Tape 2 cassette case $1.25, 4 cassette case $2.50, 8 cassette case $4.00, 12 cassette case $5.50, single video case $1.00, double video case $1.60.

* Randy and John spoke about the visit Gov. Pataki made to Chili. They felt that he wasn't given a chance to talk (Randy said it was quite embarrassing), and that he has plans to do things that are unpleasant, but that he will do them.

ADJOURN: Motion by John Collins, second by Randy Allen was approved 8:55 p.m.

NEXT MEETING MAY 30, 1995
7:00 A.M.

Respectfully submitted,

Megan L. Neumann, secretary
Chili Library Memorial Fund Accounts
Opening Balance $11,599.97

05/25/95

Deposit $100.00
Booksale: $85.00
Totebags:  15.00

No activity on CD Accounts

Closing Balance $11,699.97
Chili Library Memorial Fund Accounts
Opening Balance May 25, 1995
$11,699.97

05/31/95 Interest $79.26

06/16/95 Deposit 90.00
Booksale: $45.00
Ireland Memorial: $25.00
M/M D. Stone donation: $20.00

No activity on CD Accounts

Closing Balance June 26, 1995
$11,869.23
Call to order 7:02 a.m.


MINUTES of the April 25, 1995, meeting were amended. The first sentence of the seventh item under Director's Report should read: "Jeannie Austin will attend the Tapping Trustee Power meeting on Saturday, April 29 and will report back to us." The remainder is unchanged. The amended minutes were approved. Motion for approval by Gary Squires, second by Jim Lechner.

ABSTRACT OF BILLS, FINE AND PAYROLL RECORD: Motion to approve abstract #14, dated May 30, 1995, for $6,886.56. by Rilla Crothers, second by John Collins was approved.

COMMUNICATIONS:
Dot told us of an anonymous letter was sent to Bill Kelly concerning book rack literature. We discussed the matter, and no action was taken.

Dot received a copy of a letter sent to Sean from Peggy Fleming, librarian at Churchville-Chili High School, commending him on the presentation he made there. Dot has also received a letter from Sandy Brady, Media Specialist at Churchville-Chili High School, asking that Sean be available for a workshop at the High School next year.

Dottie sent a letter to Joe Carr asking for some exterior building maintenance to be done including some painting and repair work.

She has also sent a letter to Dave Harris with a copy of the Friends Bylaws explaining the bylaws and future plans.

DIRECTOR'S REPORT:
* Jerry Yazback has declined Dot's offer to take over William's hours until Jeanne will be on the librarian's list. However, Dottie has found someone, Judy Jennejahn, who is retiring from her current position and looking for a temporary position until the fall. This fits our needs perfectly, plus she will be able to start June 7 which will overlap with William.

* Jeanne Austin went to Tapping Trustee Power and indicated that it was basically a program on public relations for trustees and how they could work'
together with the library on good public relations. Sean just attended program
on PR in libraries and it was basically the same program, including the
handouts. The indication was that every library should have a public relations
policy.

* The initialisms/acronyms glossary is completed. The new acronym for CARL
is LIBRA.

* In the April 28 staff meeting minutes the reference to the funds from the book
sale going to the Friends group should be deleted.

* LSCA (Library Services & Construction Act) funds have been severely cut or
deleted completely. The MCLS would like us to write to our senators and
representatives about the importance of these funds.

* As noted above the new acronym for CARL is LIBRA. The response time in
the system has improved, and other improvements have been implemented
that are great. A new system will be put into place called PCPN (phone
circulation, phone notification), which will be a notification of hold/fines by
phone. There will be three tries to reach a patron/answering machine and if
those tries are unsuccessful then a mailer will be sent first class. The hope is
that this will be more cost effective than the current system.

* We have been told that we cannot change our fine rates effective July 1. It
will change sometime in July, but we are not sure exactly when.

* We will be getting quarterly budget reports from now on.

* No library was in favor of the special taxing district that Dot spoke to us about
at our last meeting.

* Janice Last had offered to do fund raising for us, but has had to withdraw her
offer due to other commitments.

* Dottie has asked if any of us can work at the kick off of the summer reading
program on June 20 from 5:00p.m.-8:00 p.m. We will be serving cookies and
punch this year.

* Dottie will look into having someone paint the existing wall next to the new wall
with the same color. The paint and labor should cost around $250.

* Vangie Morrow is the library representative to the town Safety Committee.
She, Jeanne, and Mike are the library's committee to identify safety concerns
and hazards in the library.

* Char Gamache passed away this week. The Friendship Club will plant a
flowering bush in front of the building. By consensus the board approved the purchase of a plaque for approximately $50.

COMMITTEE & OFFICER'S REPORTS:
* The nominating committee is still looking for a new member to fill Marcia's seat.

* Since Bill Kelly has indicated that the Friends of the Library should be incorporated and since there is legal work and filing fees that cannot be handled through the town, Dottie will contact Marcia Havens to see if she would be interested in handling this for us and what the costs might be.

* Jim can get us at least 15 tables for the book sale, and Ogden has 4 that we can use. We will move books and tables into the JoAnn Fabrics building on July 16th.

OLD BUSINESS:
* We have successfully transferred $36,598.21 into a Capital Reserve Fund. Jim will look into putting this into at least a one year CD.

* The Trustee Policy Handbook is still in the works.

NEW BUSINESS:
* Libraries in the Year 2000: Transitioning to the Electronic Environment will be held at the Party House on June 24 from 9-3 p.m. Dottie plans to go, Randy and Megan will check their schedules.

* We have a certificate from the state designating us an Electronic Doorway Library.

* We decided that we are not ready to apply for the workshop Fundraising for Public Libraries sponsored by the American Library Association. It would involve applying for a grant by June 2, matching funds from the board and one board member and the director attending the workshop. Our biggest question was: are we fund raisers?

ADJOURN: Motion by Megan Neumann, second by Gary Squires was approved 8:30 a.m.

NEXT MEETING JUNE 27, 1995
7:00 A.M.

Respectfully submitted,

Megan L. Neumann, secretary
MAY 1995

CHILDREN'S SERVICES REPORT

This has been a busy month of programs and planning for summer reading.

PROGRAMS:
Toddler time finished on May 19th. We had a total of 12 sessions for the month and attendance of 210 people. Preschool storytime began May 22nd with 5 sessions per week. There are approximately 14 children in each session.

Our spring Library Card Signup/Birthday Party was held on Saturday, May 20th. Eleven children had a great time making party hats, puppets, and learning about the library.

Sean gave 15 children from Color Our World Preschool a tour of the library and read stories on Thursday, May 18th.

SCHOOL VISITS:
Sean and I visited Florence Brassier school on Tuesday, May 23rd. We had prepared 3 puppet plays representing folktales around the world. These tied in well with the summer reading theme—Read the World Over. Thirty-three first graders and 25 kindergarten children enjoyed the presentation.

Carol and I delivered flyers to St. Pius, Chestnut Ridge, Walt Disney, Florence Brassier and Paul Road schools. Dot will deliver them to T.J. Connor school. Over 2000 have been distributed at this point.

MEETINGS:
I was given the opportunity to attend a supervisor's training seminar on Tuesday, May 2nd. (Coaching and Team Building Skills for Managers, at the Radisson Inn). I came away with some good ideas about building and maintaining employee morale and self-esteem. A list of suggested management books to read was provided. I am trying to work my way through them now.

A collection development meeting was held on Wednesday, May 10th at the Central library.

A school/public librarian's meeting was held on Thursday, May 11th. I distributed a teacher's newsletter describing our summer programs, posters for the schools, and flyers for the librarians. Florence Brassier school agreed to participate in Jumpstart with us in the fall of '95.

On May 31st I will be at the Brighton library for a meeting with other children's librarians. We each have the opportunity to present easy craft, display, and program ideas that other librarians may find useful.

DISPLAYS:
Poem of the Month, spring sport books, running memorabilia.

SUMMER READING:
Publicity has been sent to Gates-Chili News. Fifty dollars was received from Wegman's to purchase food for registration. I have solicited K-Mart, Chili Big M, and Super Duper for more items.

Children's Services
Michael McCullough
Chili Library Memorial Fund Accounts
Opening Balance June 27, 1995: $11,869.23

06/27/95 Withdrawal $5,600.00
Kernan Library Office Group
(Purchase of oak library chairs)

07/21/95 Deposit 1419.10
Booksale - $1381.60
Totebag sales - $37.50

07/22/95 Deposit 383.00
Booksale

07/24/95 Deposit 298.50
Booksale

No activity on CD accounts
Closing Balance July 24, 1995
$8,369.83
June 28, 1995

Dear Chili Library Patron,

We need your help! Members of the Library's Board of Trustees and staff are planning the largest Book Sale in Chili's history.

The sale is scheduled for

Thursday, July 20 from noon until 8:00 p.m.
Friday, July 21 from noon until 8:00 p.m.
Saturday, July 22 from 10:00 a.m. until 6:00 p.m.
Sunday, July 23 from noon until 6:00 p.m.

and is planned to coincide with the CHIL-E FEST '95, sponsored by the Chili Recreation Department.

The Book Sale will take place in the vacant Joanne Fabrics store in the Chili-Paul Plaza.

We hope that you can volunteer some time on one or more of the days of the sale. If you have a friend or neighbor who would be interested in helping, please invite them too. We need book straighteners, cashiers, and baggers (as well as quantities of plastic and paper bags).

I look forward to hearing from you soon. Thank you!

Sincerely,

Dorothea Pompa
Dear Chili Library Patron,

We need your help! Members of the Library's Board of Trustees and staff are planning the largest Book Sale in Chili's history.

The sale is scheduled for

Thursday, July 20 from noon until 8:00 p.m.
Friday, July 21 from noon until 8:00 p.m.
Saturday, July 22 from 10:00 a.m. until 6:00 p.m.
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I look forward to hearing from you soon. Thank you!

Sincerely,

Dorothea Pompa

K- Kathleen - S- Skc
June 28, 1995

Dear Chili Library Patron,

We need your help! Members of the Library's Board of Trustees and staff are planning the largest Book Sale in Chili's history.

The sale is scheduled for

Thursday, July 20 from noon until 8:00 p.m.
Friday, July 21 from noon until 8:00 p.m.
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I look forward to hearing from you soon. Thank you!

Sincerely,

Dorothea Pompa
Call to order 7:02 a.m.


AGENDA amendments approved by consensus.

MINUTES of the May 30, 1995, meeting were approved. Motion for approval by John Collins, second by Megan Neumann.

ABSTRACT OF BILLS, FINE AND PAYROLL RECORD: Motion to approve abstract #17, dated June 27, 1995, for $5,659.88, by John Collins, second by Randy Allen, was approved.

COMMUNICATIONS:
Dot received a letter from Marcia Havens regarding representing the Board in the matter of incorporating the Friends of the Chili Public Library for the amount of $750. If the work takes less than 7.5 hours she will reduce the fee accordingly. Motion by Jim Lechner, second by Gary Squires, to hire her, was approved.

Randy sent a letter to Sean thanking him for his extra effort with his presentation to classes at Churchville-Chili High School.

We received a letter from Mary Ellen Jones indicating that the $4500 grant she procured for us for 1995 will be forthcoming. She also informed us that we will receive another grant (1995-96) in the amount of $5000. If we in fact receive this grant it will be used for a computer for the Internet and for new stacks.

Randy sent a letter to William thanking him for his hard work through out his years of service and wishing him well in his new endeavors.

Randy received a letter from Bill Kelly with a newspaper clipping indicating that there is money government money "out there", and we should find it for our use.

Randy sent a letter to Bill Kelly asking him about the progress made regarding a new library/town hall. Mr. Kelly’s response to him is attached.

Randy sent a letter to Jim Powers bringing him up to date on the status of the Friends of the Chili Public Library.
Dottie received a letter from Madeline Sacchi. She is a vocational instructor at the Oatka Center (formerly Industry), and makes extensive use of our library. Her letter was one of praise for all the help she has received.

DIRECTOR'S REPORT:
* Dot attended the June 24th Libraries in the Year 2000 workshop (along with 53 other people). The presenter was Charles McClure who indicated that libraries are pivotal in society in accessing information, and we all cannot afford to jump on the bandwagon—especially Internet. Dot said it was an excellent program.

* The May 26 staff meeting minutes are in our packets.

* The increase in fine rates and dropping of hold fees will be in effect the 3rd or 5th of July.

* Book Sale: Jim Lechner has procured 25 tables for the book sale. On July 16th we will meet at the library at 7:00a.m. to move tables and books to the JoAnn Fabrics building. The staff will do set up on the 17th, 18th, 19th. Jim Tindale and Sean are doing signs. Letters are being sent to volunteers for help in staffing the sale. The actual sale will be July 20-21 (Thurs-Fri) 12-8; July 22 (Sat) 10-6; July 23 (Sun) 12-6.

* Exterior building maintenance is in progress.

* Judy Jennejahn started work on June 7. There was a smooth transition from William to Judy.

* Robert Hall gave Dot a quote for painting the wall from the new wall to the copier of $625 including paint, $575 without paint. (We are supposed to be getting left over paint from the contractor who built the wall). Glenn Reed is coming on Wednesday to give his quote, but Dot doesn't think he really wants the job. A motion made by Randy, second by Megan, for Dot to hire someone for no more than $625 was approved.

COMMITTEE & OFFICER'S REPORTS:
* The nominating committee is still looking for a new member to fill Marcia's seat.

* The Friends group is waiting for incorporation. We hope to have a membership drive in September.

* The long-range planning committee is working hard. They need someone to replace William. The librarians may take 1/2 day to brainstorm the issue (with Jim).
OLD BUSINESS:
* Capital reserve fund: We have discovered that a 30 day CD-5.73%-(public funds can only be committed for 30 days) has been set up by Dianne Moore. It is renewable only by Bill Kelly. The indication is that the town supervisor controls this account and we cannot touch the funds. Randy will talk to Dianne Moore to see if he can get more information about this.

* The trustee policy handbook is in progress.

* The 50 new chairs have arrived and we are delighted with them. The Recreation Department took all the old chairs.

NEW BUSINESS:
* The NYLA Conference will be held in Rochester this year, October 25-29. They have great exhibits and things for Trustees.

* Dot will be working on the paperwork for the Legislative Grant from Mary Ellen Jones mentioned under Communications.

* There will be a dessert party for all volunteers on Monday, July 17 at 1:00p.m. Letters have been sent to nine volunteers who have given their time in the last year or two. It was agreed, by consensus, that money would be taken from the gift fund for certificates or whatever token was deemed appropriate as a thank you.

Jerry Brixner made comments regarding building maintenance and the capital reserve fund.

ADJOURN: Motion by Gary Squires, second by John Collins was approved 8:15 a.m.

NEXT MEETING JULY 25, 1995
7:00 A.M.

Respectfully submitted,

[Signature]
Megan L. Neumann, secretary
PLEASE NOTE: The total grant for Monroe County Libraries is $30,490 for all construction projects. I have volunteered to serve on the committee to select projects.

State Aid Construction Program FY 1995-96

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<td>583,314</td>
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<td>$14,395.80</td>
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<td>$9,521.56</td>
<td>$12,869.57</td>
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<td>$17,620.25</td>
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<td>Nassau</td>
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<td>$31,770.89</td>
<td>$12,869.57</td>
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<td>NYPL</td>
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<td>18</td>
<td>Nioga</td>
<td>322,662</td>
<td>1.79%</td>
<td>$7,963.08</td>
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<td>SALS</td>
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<td>Suffolk</td>
<td>1,321,864</td>
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<td>26</td>
<td>UHLS</td>
<td>447,222</td>
<td>2.49%</td>
<td>$11,037.14</td>
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<td>27</td>
<td>Westchester</td>
<td>874,866</td>
<td>4.86%</td>
<td>$21,591.11</td>
<td>$12,869.57</td>
<td>$34,461.00</td>
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<td>28</td>
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<td>TOTAL P</td>
<td>17,990,764</td>
<td>100.00%</td>
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<td>$444,000.00</td>
<td>$296,000.00</td>
<td>$740,000.00</td>
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</table>
June 19, 1995

Ms. Dorothea Pompa
Chili Public Library
3235 Chili Ave.
Rochester, New York 14624

Re: Friends of the Chili Public Library

Dear Dottie:

You asked me a couple of weeks ago whether or not I would be able to represent the Library Board with respect to the incorporation the Friends of the Chili Public Library under New York State’s Not-For-Profit Corporation Law. At the end of last week, I received copies of the paper work already prepared by Mr. Harris and I was able to review it quickly this morning.

It will be a pleasure for me to represent the Board on this matter. My fee will be a flat fee of $750.00 and will include drafting the Articles of Incorporation, modifying, as necessary, the proposed Bylaws, reviewing all necessary applications to the IRS and the State of New York for treatment as an exempt organization. If I spend less than 7.5 hours on the file, I will reduce my fee accordingly (at the rate of $100.00 per hour.) My fee does not include any filing or application fees.

Please give me a call after you have had a chance to discuss this proposal for legal services with the Board. Thank you very much.

Sincerely yours,

Marcia A. Havens

MAH/jmo
June 7, 1995

Chili Librarians
Chili Town Library
3235 Chili Avenue
Rochester, NY 14624

Dear Friends,

I just wanted to thank you so much for all the assistance you have given to me and the residents of Oatka with our new library access program. Your help the past few months has been invaluable. I feel as if I have found a second home with all of you.

I have enjoyed all our "chats" and truly appreciate your help. I look forward to working with you again in the fall. Have a great summer.

Sincerely,

Madeleine Sacchi
Vocational Instructor

cc: S. Murray, Ed. Supv.
    M. Bickweat, Director
Programs:
Preschool storytime ended on June 23rd. We had 18 sessions this month with 218 children attending. Attendance was a little lower this time, probably due to so many summer activities beginning and the rush to get school over with.

Our summer reading program registration began on June 20th. (Tuesday) We had 105 children register the first night. Many thanks to Carol, Becky, and Megan for registering children, Stacy McCullough for setup and serving food, and Dot for taking photos and cleaning up the mess left behind. Supplies were donated to us by K-Mart. Wegman's of Chili gave us $50.00 which was used for cookies and Kool-aid.

School Visits:
Sean and I took our puppet show to St. Pius school on Tuesday, June 13th. We presented 3 plays to 120 children and talked about the summer reading program.

Group Visit:
Twelve 6th graders, and their teacher, came to the library on June 6th for a library tour, instruction on CARL, and a quick introduction to Reader's Guide. Sean and I conducted the program.

Meetings:
On June 7th I went to Batavia for a YA workshop. This was a good refresher for me, since my last YA course was in 1991. We covered programming, best books, and the psychology of teenagers.
On June 14th I went to Central for a collection development meeting.

Displays:
Please take a minute to check out the entrance to the children's room. The castle was built by myself, Carol, Dave, Sean and Matthew (Carol's son). Flags were made by Jodi (Dave's daughter), Laura Beth (Carol's daughter), and Scott. Flags were also donated by Ursula and a patron--Sonya Arcieri.
Other displays in the children's room include dolls from around the world, signs of distances from Chili to various cities of the world, a world map with books, children and flags of the world, and a pen pal station.
Circulation: July 1995 = 18,277  Fines: $1,528.10
July 1994 = 18,020
257 gain

Meetings & Activities:

7/15 - Bob Hall painted one wall in the library
7/20 - 7/23 - Book Sale at Joanne Fabrics
7/25 - Library Board meeting. Sean attended for me.
8/1 - Librarians' meeting
8/2 - DAC at RPL
   - Retirement party for Isabel Oliver. Is retired from the
   Town Hall cleaner's position, a post she held for almost
   21 years. When she was first hired she shared her time
   with the town and the library. Three of us shared in a
   gift for Is and I (along with 90 others) attended her party.
8/4 - Staff meeting - 16 attended. Our monthly staff meetings
   now start at 8:30 a.m. so we can wrap up before opening
   the library to the public.
8/8 - Librarians' meeting
   - Jim, John and I met to begin work on the '96 budget proposal.
8/14 - Dianne Moore will provide specific cost information on
   the expected costs for benefits in 1996.

Building Maintenance. I have met with sales people from Christie
Carpet and Spencerport Paint & Decorating Center to obtain price
quotations on (1) replacing the entrance carpet with tile;
(2) providing blinds for my office, and (3) supplying all
weather carpet mats for heavily used areas (in front of the
circulation desk, copier, rear entrance, workroom door, etc.).
I will present these bids at the August 22 meeting.

Volunteer Recognition Dessert Party. Sean, the library's
Volunteer Coordinator, has invited Bruce Dunn, Laura Fogarassy,
Lou Hillman, Joan and Frank Lenhardt, Lorraine Louden, Ken
Milner, Megan Neumann, Marcia Rosenberg and Louise Schwellensattl
to the August 16 party.
   Staff will provide treats and we will present the volunteers
with $25. gift certificates to Border's Book Store.

We have begun accepting book donations for the on-going sale in
the entry. We are requesting only books that are less than 10
years old! We are also asking people to not donate any magazines,
encyclopedias, Reader's Digest Condensed Books and old books.

Dorothea Pompa
CHILDREN'S SERVICES REPORT TO BOARD

PROGRAMS:
"Read the World Over" concluded on Tuesday, August 15th. Over 140 children attended the final visiting artist event, singer, storyteller Jay Mankita.

A raffle was held for 2 bookplate stamp pads, a t-shirt, a Bruegger's Bagel certificate, and 5 field-access passes to the August 20th Red Wing game. 5 children from every library in the county will parade onto the field before the game to be recognized for their reading accomplishments.

Everyone who completed the 5 week reading requirements received a goodie bag with a certificate acknowledging their accomplishments, a Bruegger's bookmark good for 3 bagels, a McDonald's certificate, and a Red Wing admission ticket.

Summer statistics:

Registered readers 442  Completed 5 weeks 230
Visiting Artists-
  Musical Dinosaurs 125
  Charlene Winger-Bearskin 125
  Zoomobile 35
  Mr. Beau the Clown 125
  Latin American Day 50
  Jay Mankita 220

Storytime 4 sessions, 68 children total

Displays: Bookmarks, poem of the month, world map with all the reader's names on it, postcards from across the country, manatees, signposts to places around the world, posters of children from around the world, a castle, and flags of the world.

Meetings:
  Collection development meeting at Central on August 9th.

It was a busy summer, I love planning the events, hope the kids enjoyed the programs and all of their reading, and am glad when it's all over. Time to start thinking about next year, "Read To Win", which will have some themes connected to the 1996 Olympics.

Submitted by Michael McCullough
August 1995
EQUIPMENT NEEDS AND BUILDING MAINTENANCE

Five-Year Plan
Present Location

1995

I. Equipment
1. 50 oak chairs
   Dot                        5600.  Gift Fund
2. PC for Internet
   Dot                        2500.  Budget/State grant
3. 3 scanners for circ.
   Dot/Pat                   1500.  State grant
4. PC for office
   Dot                        2000.  Budget
5. Office blinds
   Dot                        420.  Budget
6. Wooden bookcase
   Dot                        670.  Budget
7. Vacuum cleaner
   Jim                       200-400  Budget

II. Building Maintenance
1. Paint one wall
   Dot                        625.  Budget
2. Tile for foyer
   Dot                        950.  Budget
3. All weather mats
   Dot                        ?  Budget
4. New sign in front
   George B.                ?  Town budget
5. Circ. desk floor mat
   Dot                        ?  Budget

1996

I. Equipment
1. Additional shelving (J)
   Dot/Mike                   1000.  Budget
2. Replace Wyse terminals
   with one or two PC's
   Dot                        3000.  Budget
3. Two back-up scanners
   Dot                        1000.  Budget
4. Laser printer
   Dot/Pat                    ?  Budget
5. People counter front entr.
   Rear entrance
   Installation
   Dot                        400.  Budget

II. Building Maintenance
1. Interior painted
   Dot                        ?  Budget
2. HVAC upgrade or replace
   Dot                        35,000  Budget
3. Upgrade parking lots
   Supervisor                ?  Town budget
4. Landscape front & rear
   Supervisor                ?  Town budget

1997

I. Equipment
1. Microfiche reader/
   printer
   Dot                        4000?  Budget
2. Upgrade copier
   Dot                        ?  Budget
3. Fax machine for public
   Dot                        ?  Budget
   materials
   ?                        30,000?  Budget

II. Building Maintenance
1. Clean or replace carpet
   ?  Budget
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<th>Materials</th>
<th>Equipment/Facilities</th>
<th>Cost</th>
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<td>Libns' trained/Jeanne</td>
<td>handouts</td>
<td>Existing public terminals</td>
<td>none</td>
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<td></td>
<td>Libns' trained/Sean</td>
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<td>Public PC/printer</td>
<td>2500.</td>
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<td>Libns' trained/Sean</td>
<td></td>
<td>Public terminals &amp; PC for programs</td>
<td>none</td>
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<td>4. Interpreters</td>
<td>Dot</td>
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<td>12-18/hr. students</td>
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<td>30-35/hr certified</td>
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<td>50/hr referral</td>
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<tr>
<td>1. Adult &amp; YA</td>
<td>Sean</td>
<td>supplies</td>
<td>meeting space as needed</td>
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<td></td>
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<td>200.</td>
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<td>2. Children's</td>
<td>Mike</td>
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<td>incorp. fees</td>
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<td>3. Friends Group</td>
<td>Megan &amp; Dot</td>
<td>Attorney</td>
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<td>4. Book Sale</td>
<td>all</td>
<td>Tables</td>
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<td>5. Adult Bk. Disc.</td>
<td>Jeanne</td>
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<td>1. Increase collections</td>
<td>Sean/all</td>
<td>books-on-cassettes, shelf-space</td>
<td>5000.</td>
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<td></td>
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<td>cassettes, CD's, large print, reference</td>
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<td></td>
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<td>contingent on CARL PC &amp; software offerings</td>
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<td>2. CD-ROM database</td>
<td>Dot</td>
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<td>1. Annual Report to Community</td>
<td>Dot, Judy, Jeanne</td>
<td>brochure</td>
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<td>none</td>
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<td></td>
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<td>2. Weekly news</td>
<td>Sean/all</td>
<td></td>
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<td>3. Policy &amp; Procedures</td>
<td>Dot, Jeanne, Carol, Jeni</td>
<td>binders</td>
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<td>1. Job-related training</td>
<td>all</td>
<td>tuition &amp; related expenses</td>
<td>300.</td>
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<td>3. Continue monthly Dot Staff &amp; weekly Libns' mtgs.</td>
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CHILI PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
July 25, 1995

Call to order 7:05 a.m.


Sean Gagnier is attending in Dottie's stead since she is on vacation.

AGENDA amendments approved by consensus.

MINUTES of the June 27, 1995, meeting were approved. Motion for approval by Randy Allen, second by John Collins.

ABSTRACT OF BILLS, FINE AND PAYROLL RECORD: Motion to approve abstract #20, dated July 25, 1995, for $8,476.93, by Randy Allen, second by Jim Lechner, was approved.

COMMUNICATIONS:
Dot sent a letter to Marcia Havens engaging her services on behalf of the Friends of the Chili Public Library, as discussed at our last meeting.

Dot sent a letter to Leo J. Roth Corporation agreeing to their contract of $637 for maintenance of the library's HVAC system. This cost is the same as last year's. Roth has been maintaining this system for the last six years.

Dot sent a letter to Mary Ellen Jones thanking her for her efforts in securing a grant of $5000 on the library's behalf, and also in securing the previous year's allocation of $4500.

DIRECTOR'S REPORT:
* The June 23 staff meeting minutes are in our packets.

* The increase in fine rates is in effect. The fines for overdue books has doubled, but remained the same on videos and prints. The charge for putting books on hold has been dropped.

* The Book Sale went very well. The proceeds were in excess of $2100.
* A supervisor's planning meeting was held on July 17, which Dot and Rilla attended. We were under the impression that it would have something to do with the expanded facilities, but were mistaken. What little focus it had seemed to do with coordination and improved communication between town departments, so that the supervisor knows what's going on. There did not seem to be any specific direction and not much was accomplished.

* Sean reported on summer programs being run. There are 442 children signed up for the Read Around the World summer reading program. There are also children's programs every Thursday with an average attendance so far of 125 per program. There is a storytime program being held for older children with 20 children per session. A concert will be held the evening of July 26 for all ages.

* Sean indicated that he had finished the formal Internet training. He said that the training went so fast that he had to come back and figure out a lot on his own. He said there is scheduled training for all at the library.

* Judy Jennejahn has put together the Report to the Community for 1994 (annual report). Sean will check to see if Dottie wants Randy to typeset it. It will be available at the front desk.

**COMMITTEE & OFFICER'S REPORTS AND RECOMMENDATIONS:**
* The nominating committee would like us all to rack our brains to come up with a person to fill Marcia's seat on the board. They have contacted several with no luck. They still have one person to contact.

**OLD BUSINESS:**
* Randy has spoken to Dianne Moore about the capital reserve fund. He asked about the possibility of the supervisor spending the money, or us spending the money. She indicated that for anyone to spend the money there would have to be a permissive referendum. If a petition of 5% of the eligible taxpayers in Chili protests the expenditure we would have to have a vote. She said that Marine Midland calls the town when a CD is due, but Jim Lechner indicated that they have no obligation to do this. He is very concerned that there will be a problem with the renewal of the CD, especially since we have no control over the matter. Dianne had indicated to Randy that if the supervisor agreed we could have a treasurer from our group for our CD. We don't think this is necessary at this time, but Randy will ask Dianne for the renewal dates for the CD from Dianne and see about extending the time of the CD past 30 days.

* Sean indicated that Carol would be sending us copies of the Policy Handbook for Trustees. Randy said it would be just as easy to get these in our packets instead of a separate mailing.
NEW BUSINESS:
* A new date has been set for the Volunteer Recognition ice cream social. It
will be held on Wednesday, August 16, at 1:00. All board members are
invited.

* John Collins and Jim Lechner will work with Dottie on the 1996 budget
proposal.

* There was much discussion around the seeming standstill of the library/town
hall expansion. We all voiced our increasing frustration to Jim Powers. The
consensus is that things are at a standstill, momentum has been lost and it
seems to us to be in the lap of the town board at this point. Jim Powers
indicated that he thought it was in the lap of Donn Wilshaw, but we convinced
him that our understanding of things is that Donn is waiting for input/guidance
from the town board. Jim Lechner voiced additional frustrations to Jim
Powers indicating that there are people in the town of Chili behind this project,
and they are all wondering what is happening and why the town board is
dragging its heels. Jim Powers will contact Donn Wilshaw to find out what his
view of this matter is, and also bring our concerns to the supervisor/town
board.

Jerry Brixner made several comments: He first complimented Sean on all his
hard work, now and when Jerry was supervisor. He thinks the Report to the
Community is an excellent idea, and that we might consider posting it on
community/store bulletin boards and also send it to the news media. He spoke to
our concerns about our reserve fund/CD indicating that the Director of Finance
makes things better than they were in the past and that we should trust in this,
but that we should also take direct responsibility for our money. He said that
Marine Midland is very cooperative with the town, and that the supervisor knows
the balances of every fund and every CD every month.

ADJOURN: Motion by Megan Neumann, second by John Collins was approved
8:00 a.m.

NEXT MEETING AUGUST 22, 1995
7:00 P.M.

Respectfully submitted,

Megan L. Neumann, secretary
CHILI PUBLIC LIBRARY

LIBRARY BOARD MEETING AGENDA

JULY 25, 1995
7:00 a.m.

MINUTES of the June 27, 1995 meeting

ABSTRACT OF BILLS, FINE AND PAYROLL RECORDS

COMMUNICATIONS
1. To Marcia Havens
2. From Leo J. Roth Corp.
3. To Senator Jones
4. 

DIRECTOR'S REPORT
1. June 23 staff meeting minutes
2. Fine rates
3. Book Sale
4. Supervisor's Planning Meeting, July 17
5. Summer programs - Sean
6. Internet training - Sean
7. Report to the Community for 1994
8. 
9. 

COMMITTEE & OFFICER'S REPORTS AND RECOMMENDATIONS
1. Nominating Committee - Rilla and Gary/Brainstorming
2. 
3. 

OLD BUSINESS
1. Capital Reserve Fund
2. Policy Handbook for Trustees
3. 
4. 
5. 

NEW BUSINESS
1. Volunteer Recognition
2. 1996 Budget Proposal
3. Discussion of Library Expansion
4. 
5. 

Date of next meeting
July 7, 1995

Marcia André Havens, Attorney at Law
760 Chili Avenue Extension
Churchville, NY 14428

Dear Marcia:

Members of the Library's Board of Trustees voted unanimously to approve your work on behalf of the Friends of the Chili Public Library.

Your fee of $750.00 (or a reduction if appropriate) will cover drafting the Articles of Incorporation, modifying the proposed Bylaws as necessary, reviewing all necessary applications to the IRS and the State of New York for the Friends to become an exempt organization. Filing and application fees, of course, are not included.

Please call on me if you require further information or clarification.

We appreciate your interest in the library and in the formal development of the Friends organization.

Sincerely,

Dorothea Pompa
Library Director
July 10, 1995

Senator Mary Ellen Jones  
500 Helendale Road  
Suite 150  
Rochester, NY 14609  

Dear Senator Jones:

We were happily surprised to learn that we will be the recipient of a special appropriation for the Chili Public Library in the amount of $5,000.

Thank you for playing an active role in securing this grant for us and, in the past year, working to have the previous allocation of $4,500 made available sometime soon.

I am enclosing the Legislative initiative form (four copies) as requested. If you require further information or clarification please do not hesitate to call on me.

On behalf of the members of the Library's Board of Trustees and staff I extend our sincere thanks to you for working on behalf of public libraries in New York State.

Sincerely,

Dorothea Pompa  
Library Director
Chili Library Memorial Fund Accounts
Opening Balance June 27, 1995: $11,869.23

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>06/27/95</td>
<td>Withdrawal Kernan Library Office Group (Purchase of oak library chairs)</td>
<td>$5,600.00</td>
</tr>
<tr>
<td>07/21/95</td>
<td>Deposit Booksale - $1381.60 Totebag sales - $37.50</td>
<td>$1419.10</td>
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<tr>
<td>07/22/95</td>
<td>Deposit Booksale</td>
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</tr>
<tr>
<td>07/24/95</td>
<td>Deposit Booksale</td>
<td>$298.50</td>
</tr>
</tbody>
</table>

No activity on CD accounts
Closing Balance July 24, 1995
$8,369.83
Children's Programs - July

Number of children registered for summer reading program (Read The World Over) 442

Number of children reported finishing the first week of reading 303 so far

Number of children reported finishing the second week of reading 280 so far

Storytimes for Ages 6-9 -  July 11- 20 children  
  July 18- 20 children

Special Programs -  July 6 (Puzzle Day) 30 people  
  July 13 (Musical Dinosaurs) 125 people  
  July 20 (Charlene Bearskin) 125 people

Young Adult/Adult Programs

15 teenagers for model rocketry program (limited sign-up of 15).  

Outdoor concert to be held on July 26th.
CHILI PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

July 25, 1995

Call to order 7:05 a.m.


Sean Gagnier is attending in Dottie's stead since she is on vacation.

AGENDA amendments approved by consensus.

MINUTES of the June 27, 1995, meeting were approved. Motion for approval by Randy Allen, second by John Collins.

ABSTRACT OF BILLS, FINE AND PAYROLL RECORD: Motion to approve abstract #20, dated July 25, 1995, for $8,476.93, by Randy Allen, second by Jim Lechner, was approved.

COMMUNICATIONS:
Dot sent a letter to Marcia Havens engaging her services on behalf of the Friends of the Chili Public Library, as discussed at our last meeting.

Dot sent a letter to Leo J. Roth Corporation agreeing to their contract of $637 for maintenance of the library's HVAC system. This cost is the same as last year's. Roth has been maintaining this system for the last six years.

Dot sent a letter to Mary Ellen Jones thanking her for her efforts in securing a grant of $5000 on the library's behalf, and also in securing the previous year's allocation of $4500.

DIRECTOR'S REPORT:
* The June 23 staff meeting minutes are in our packets.

* The increase in fine rates is in effect. The fines for overdue books has doubled, but remained the same on videos and prints. The charge for putting books on hold has been dropped.

* The Book Sale went very well. The proceeds were in excess of $2100.
July 23, 1995

We extend our warmest thanks to you for your work on behalf of the Chili Public Library at the four-day book sale.

Many hands made the sale run smoothly! It was wonderful to see and feel the comaraderie among volunteers, staff, children and library board members.

Please accept a pat on the back for your efforts! We appreciate your sharing your time and helping make the library's book sale the best ever.

Sincerely,
BOOK SALE LEFTOVERS

Barnzy's Country Store
493 Route 418 Phelps NY 14532
315-539-8941

Girl Scouts
242 Andrews St
265-4125 Georgia Matt

Hillside Children's Center
183 Monroe Ave
256-1500

Lifetime Assistance
425 Paul Rd
426-4120

Rochester Museum & Science Center
Women's Council
872-2757 Marta Nasipak
461-0292 Diane Schultz

Rochester Public Library
428-7326 Betty Lawrence

St. Joseph's Villa
300 Dewey Ave
865-1550 Community Relations

St. Pius the Tenth Church
3000 Chili Avenue
247-2565 Rectory
247-5701 Mary Beth Dambra (1995 Chair)

County Jail
428-2325

Industry School
533-2600

Boy Scouts
Monroe Correctional Facility
Salvation Army
Volunteers of America

WILL TAKE EVERYTHING BUT
Readers Digest Condensed National Geographic Magazines. Law Books Textbooks. Library discards

Children's Books (girls)
Magazines

Children's Books (need to be delivered)

Most things especially large print

Will take anything for their Book Sale during the Bazaar

Non-fiction only (send in small batches in delivery)

Teenage YA Romance Education Sports

Will take anything for their Country Fair held in August

Counties can't take this year try another year

Library will come to look over leftovers

Never got back to us

Said yes and changed mind

Not interested

Said yes and changed minds
Dear Staff of the Chili Public Library,  

August 14, 1995

I wanted to take this opportunity to say my good-byes and "thank you's." In the past two years that I have worked at the Chili Public Library, I have come in contact with many wonderful people. To me it became more than a mundane routine of putting books away and answering patron's questions, going to work was like seeing my other family. I have gotten to know many of you very well. We have shared many laughs, conversations, and even tears together. I have learned a lot from working at the Library, and not just the Dewey Decimal System. I gained a lot of experience in life. I encountered numerous situations over the years, and many times with the help of others at the Library, I was able to grow and learn. I only hope that I have shared a little something of myself while working here. I realize most people have to move on in life. It's part of "growing up", but these experiences help you to grow up. I am glad that I have been able to work with conscientious, courteous, considerate people here at the Library.

To start, I'd like to finally thank Jeni for picking out my graduation gift (you thought I might forget to say thank you). I'd like to thank everyone who shared in my graduation through your best of wishes, coming to the party and contributing to the gift. I also want to thank everyone who gave me insights, advice, suggestions, an ear and most of all support and encouragement along the way. It has all really meant a lot to me.

I would like to thank all of the librarians for putting up with my "harassment." I admire all of you for your degrees in library science, but more importantly for being positive role models and contributors to society. I also admire you for your ability in trying to answer each question no matter how complicated, difficult or even on the ridiculous side that the question may be.

To the desk staff, I would especially like to say thank you for making the load a bit lighter, especially the Monday night crew, who I worked with the most, under the most stressful situations. Things could have been a lot worse, but you all made the job some how more bearable and even at times enjoyable.

And to the people I've worked the closest with- my fellow pages. Although at times it seemed we would bear the brunt of the work, individuality and personalities made it all worth while in some way or
another. I wish I had had the opportunity to work closer with more of you more often. We worked well as a team, and I am very glad to be a part of such an enthusiastic, sarcastic, and hard working group.

Thank you Mrs. Pompa for being such a great director. Although we don't have a big library with tons of materials, Chili should be proud of its library. We have a lot of heart, and we maintain efficiency and are able to meet almost all of patrons needs. The Town of Chili is very lucky to have such an intelligent and wonderful woman as yourself overseeing the library.

Thank you to the rest of the staff and volunteers that I have come in contact and shared time with. You have all made a difference in the library and my life. I’m glad that you make the library a warm and pleasant place to be. You give people a valuable service- allowing people to unlock their futures and minds.

Through the years I have learned many things. I have received so much from everyone here at the Library, and I only hope that I have given something positive back to everyone. I am very happy and proud to have been part of the staff and family of the Chili Public Library. Each and everyone of you has a special place in my heart. I know this sounds kind of sappy, but I have come to know it is better to say what is in your heart at the time than to be too timid to say it when it should be said. Well, I guess this is good-bye (at least until I come home for the holidays and even some Saturdays, if my father allows it). Thank you all for everything.

Lots of Love, Hope, Happiness, Peace and Smiles to you today and always!

Sincerely with love,

Melissa Rube
CHILI PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

August 22, 1995

Call to order 7:00 p.m.


AGENDA amendments approved by consensus.

MINUTES of the July 25, 1995, meeting were approved by consensus.

ABSTRACT OF BILLS, FINE AND PAYROLL RECORD: Motion to approve abstract #23, dated August 22, 1995, for $15,729.73, by John Collins, second by Jim Lechner.

COMMUNICATIONS:

Because Randy was on vacation on the day of the volunteer reception he sent letters (on behalf of the board) to each volunteer thanking them for a job well done.

We received a copy of a letter from Bill Kelly to Donn Wilshaw regarding the reactivation of the sub-committees dealing with new facilities. Nothing has been going on for several months, but now there is a timetable (all reports from the sub-committees will be submitted by December 1, 1995). A "ad" for those interested in being involved in the process will be in the paper in the next week, and the first meetings will be set for October 1, 1995.

We received a copy of a letter from Melissa Auble, a former page, about her great experience here and the great people she worked with.

DIRECTOR'S REPORT:

* The August 4 staff meeting minutes are in our packets.

* The paperwork has begun to get Jeanne Austin on the Librarian 1 list. She has been filling that position part time, but Dottie would like her to go full time in September as a temporary full time Library Assistant. She can be employed as a temporary for 90 days, and ride out the time until a Librarian 1 list is generated. Since there is no list at this time, we should have no problem keeping Jeanne employed permanently.
* Dottie met with Marcia Havens on August 16 regarding the Friends group. She has indicated that she believes the bylaws need to be more structured, so Dottie will set up a meeting for herself, Dave Harris and Megan to work on this.

* There was a dessert party held last Wednesday for all the volunteers. They were presented with gift certificates from Borders Books and Music.

* The wands used at the front desk have been replaced by scanners. They are much better than the wands. The replacement cost was about $1500.

* Dottie has been determining the needs for new terminals for the time period 1997-2001.

* The memorial plaque for Char Gamache has come in and will be mounted soon.

**COMMITTEE & OFFICER'S REPORTS AND RECOMMENDATIONS:**
* The nominating committee has requested a brainstorming session after this meeting.

* Randy met with Jim Powers, Jill Corey and Donn Wilshaw to put together a plan for moving forward on the question of new facilities. People have been volunteering to work on committees; an article in the paper will ask for more volunteers. The four areas to be studied are moving the ballfields, fundraising, what to do with the existing facilities, and senior citizens. Randy and Gary will meet with little Jim Powers to talk about his reservations regarding building new instead of using existing facilities.

* The next Trustee Council meeting will be held at the Ogden Library on September 14. John will attend.

**OLD BUSINESS:**
* We have each received a copy of the Policy Handbook. It is very well done. Nice job!

**NEW BUSINESS:**
* Motion to approve the 1996 Budget Proposal made by Randy, second by Rilla was approved. Nice job John, Jim and Dottie!

* The Capital Reserve Fund CD comes up for renewal on September 11. It will be put back into another CD.

* There was some discussion about long range planning and Dottie's list of needs and wishes, and also discussion about equipment needs and building maintenance. We all felt that Dottie should go ahead with whatever she can as the budget allows.
* Dottie brought up the question of a processing fee for damaged or lost materials. This was tabled for future discussion.

* Dottie discussed filing a Construction Needs Assessment, which is something to let the state know which libraries could use money for new construction if it were available.

**ADJOURN:** Motion by Gary Squires, second by John Collins was approved 8:38 p.m.

**NEXT MEETING SEPTEMBER 26, 1995**
7:00 P.M.

Respectfully submitted,

[Signature]

Megan L. Neumann, secretary
August 3, 1995

Mr. Michael Iacovangelo  
Faber Group  
80 West Main Street  
Rochester, NY 14614

Dear Mr. Iacovangelo:

Members of the Chili Public Library Board of Trustees join me in thanking you for allowing the library staff and volunteers to conduct a four-day book sale in the former Joanne Fabrics store in the Chili-Paul Plaza.

The sale was the largest and most successful in the library's history.

We appreciate your generosity in making space available without charge for the library's use.

Sincerely,

[Signature]

Dorothea Pompa  
Library Director
CHILI LIBRARY BANKING ACCOUNTS
August 22, 1995

Rochester Community Savings Accounts
Chili Library Memorial Fund
Opening Balance - $8369.83
07/26/95 withdrawal insufficient funds (17.50)
($7.50 check - $10.00 fee)
08/24/95 withdrawal for Gamache Bronze Cast (74.25)
08/24/95 withdrawal/Volunteer awards (250.00)
09/06/95 Concert donations 59.00
Booksale 60.00
Ireland donation 75.00
Interest 55.30
Booksale 70.00
Closing Balance: $8,347.38

Chili Library Memorial Fund for Bertha Henderson
No activity. Current balance 200.00

CD ACCOUNTS
Chili Library Memorial Fund
09/11/95 Renewal of fund for 6 mos. $10,270.34
Maturity date......................March 12, 1996
Interest............................5.12% Yield..........................5.25%
Chili Library Memorial Fund CD
for Bertha Henderson
(no activity) - $5,850.80
Maturity date......................March 13, 1996
Interest............................6.30% Yield..........................6.50%

Marine Midland Bank Account
THE FRIENDS OF THE CHILI PUBLIC LIBRARY
Opening Balance $185.00
09/06/95 Membership deposit $80.00
09/12/95 Low ledger service fee (6.00)
09/25/95 Membership deposit 255.00
Closing Balance: $514.00
Present: Dottie, Michael, Sean, Jerry, Jeanne, Judy, Carol, Donna B., Donna K., Jeni, Jim, Pat, Peg, Susan, Vangie

MINUTES of the August 4, 1995 Meeting: No corrections, additions or deletions were made.

DIRECTOR’S REPORT:
Thanks was given to all who helped make the Volunteer Recognition Dessert Party a success.
Good news - Jeanne Austin starts full time September 16. We are all proud of her achievement.
The Policy and Procedures Manual required by New York State has been completed. Jeanne compiled the data, Carol did the typing and Jeni the cutting, pasting, collating, indexing, etc. Thanks to all who helped do the hard work. Three copies are available for our use. Suggestions and input for this Manual are welcomed.
The official organizing of The Friends of the Chili Public Library is underway. The paperwork required by New York State and the IRS has been undertaken by Town Attorney, Marcia Havens. Completion of this phase is expected early in the Fall. On Saturday, October 7, at 10 a.m., in the Town Hall Meeting Room, the first official meeting will take place. By-laws will be presented, officers elected, standing committees set up, and a general letter will be sent inviting others to participate. After this mailing, flyers will be available at the desk for patrons. The purpose of the Friends organization will be to create public support for the library, intensify community spirit, campaign for a new library, sponsor programs for the community and look for legislative appropriations.

CHILDREN’S SERVICES:
Read-Around-the-World program had an initial sign-up of 442 children and a total of 220 completed the program. Next year’s theme in conjunction with the Summer Olympics will be "Read To Win."

Mike is anticipating greater cooperation from the Red Wings with the childrens’ programs next summer.

The Toddler Time program is filled up. Mike will lead the Monday and Tuesday programs, Vangie the Thursday evening program and Sean will handle the Friday program.

Jump Start will run again in Fall 95. Paul Road School will be encouraging children in grades 1 through 3 to participate. This program runs a national contest, using a newsletter as an entry form. Its purpose is to interest children in obtaining their first library card and in the library itself. Paul Road School was a $1,000 winner last year.

INTERNET:
Internet is now available on the two public terminals at the end of the cabinet. Please read information sheets on the side of screen. The arrow keys do not work as they are suppose to. The information sheet explains alternate keys which function as arrow keys. Although the library’s access is limited it is amazing the number of things that are available. Downloading is currently not available.
Sean is our main info source -- check Sean on any questions you may have.

REFERENCE:
Jeanne thanked everyone for their encouraging support this past year as she was finishing up courses for her library degree.

Libra Labyrinth game started September 1. Game forms (including rules, questions, entry form and prize list are all on game forms available at desk and by public access terminals. Collection box for completed entry forms is on circ desk. The library staff is asked not to help people but to encourage them to explore the LIBRA system to make them more aware of the information available. There are four different entry forms: Adult (18 years and up), YA (13 years to 17 years), and two for Children (5 years to 12 years old) – KidsCat version as well as LIBRA. MCLS requests that completed entry forms be sent in weekly. All correct answers will be pooled together and prizes will be given for each category. Library personnel and immediate families are not eligible. Deadline is September 30.

LIBRA, ACQUISITIONS AND PROCESSING:
Check screens when charging and discharging material to make sure correct action has taken place. Check media to make sure correct cassettes, cd’s or videos are in holders and accompanying materials that belong there are there.

Videos should be checked for rewinding and correct video before discharging and card pulled and put into drawer. File video cards as frequently as time will permit to expedite system for the anxious patron. Videos may be renewed by phone, providing patron provides card and video barcodes, by doing a charge on a charge.

Library Cards - The Library’s policy will be not to issue a library card when computers are down. Never issue a card without calling up name to make sure person is not already in system at different spelling of the name, address, etc. If the system is down and a new patron cannot obtain a card offer to hold materials patron has selected and suggest they call to check in a few hours to see if the system is back up.

Vangie suggested a good response to the patron who asks why we are handling situations in a certain way: "In sake of fairness this is the way we decided to handle this."

Holds - if no location is shown on slip, go into Inquiry and wand barcode. This will show where item is suppose to go.

PERIODICALS:
All donated magazines are to be given to Donna. If a magazine arrives at the desk and it doesn’t look like ours, check and see if it is marked deleted. Chances are it is a donation that someone is returning.

Staff orders will be phoned in next week.

The next Staff Meeting will be October 13, at 8:30 a.m.
CHILI LIBRARY BANKING ACCOUNTS

Rochester Community Savings Accounts

Chili Library Memorial Fund
Opening Balance - $8369.83
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Interest 5.12% Yield 5.25%

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(no activity) - $5850.80
Maturity date March 13, 1996
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Marine Midland Bank Account
THE FRIENDS OF THE CHILI PUBLIC LIBRARY
Opening Balance: $185.00
09/06/95 Membership deposit $80.00
09/12/95 Low ledger service fee (-6.00)
09/25/95 Membership deposit 255.00
Closing Balance: $514.00
Programs:
Toddlers Time began on September 18th. We have 4 sessions per week with 11 children and a parent or caregiver in each session. Sean and Vangie are helping as storytellers on Thursday night and Friday morning.

Materials for Jumpstart were delivered to Paul Rd. School last week. This program, sponsored by Prudential, is designed to encourage 1st-3rd grade students to obtain their first library card. Newsletters are delivered to students, and hopefully they are taken home and shared with parents. There is a nationwide contest children may enter to win prizes. Libraries are also eligible to win. Last year Paul Rd. was awarded $1000.

The Amerks are coming! On Wednesday, October 18th, two members of the Rochester Americans hockey team will be at our library. Details are not in place yet, but the Amerks are co-sponsoring a reading program with MCLS and Monroe County. The program will be for children ages 8-14. The children will need to read 15 minutes a day, 6 days per week, to be eligible for prizes. On October 29th children in the reading program will receive a free pass to the Amerks game when they come to the War Memorial. I will be one of the volunteers from MCLS working at the game, handing out vouchers the children will exchange for a ticket. The final prize is an invitation to a practice session with the Amerks in December. Children will have photo opportunities and be able to skate with the Amerks. We have been told it is rare for the public to be allowed into practice sessions. Hopefully, children will be excited about this opportunity.

Displays:
Poem of the Month, Star Trek memorabilia, back to school stories, Halloween and ghost stories.

Meetings:
Collection development meeting at Central on Sept. 13th. Tech Talk meeting at the Gates Public Library on Sept. 19th. Gates School librarians meeting on September 28th.
I am also a member of the 1996 summer reading committee for MCLS. We will be meeting with representatives from the Red Wings, Amerks, and Brueggers Bagels. They are helping to sponsor our programs and should have lots of prizes to offer the kids.

Submitted by Michael McCullough
MCLS/RPL LEGISLATIVE COMMITTEE MEETING
FRIDAY SEPTEMBER 9, 1995
MINUTES

Present: Dick Panz, Terri Bennett, Paula Smith, Mary Tower, Judy Prevratil, Cynthia Cable, Susan Fowler, Deb Leary

1. The minutes of the June 2, 1995 meeting were corrected to omit Susan Fowler's name from the roster of attendance, and then approved.

2. State Budget - We understand that this will be a tough year for the State. It was decided to do a letter-writing campaign this year to thank the Governor for the level funding last year, as well as his signature on the Public Vote bill but also to remind him of the increasing role that public libraries are playing in this age of technology. Dick and Terri will draft a letter and with a memo from Susan Fowler, it will be sent to all MCLS trustees.

3. County Budget - a letter went from the County to the City to indicate the level of funding that is expected. It was agreed that the quadrant meetings held last year were successful not only for our legislators but for trustees as well, and that they should be repeated this year in the spring. At some point we may wish to ask for additional money for the restoration of evening hours at the Central Library but we will probably wait until the opening of the new building.

4. City Budget - expected to be tight. The budget cycle starts in January.

5. LSCA - MCLS has 5 grant applications in: Industry, MURLS, AIL/JIC, Seniors and Technology, and the Internet. Dick has received a letter indicating that we will not be getting as much as in the past - the State Library needs more of these funds. LSCA is due to expire at the end of this year and the proposal is to collapse the titles, focus on technology and treat this like block grants - LSTA (Library Services and Technology Act).

6. Individual Meetings with the delegation - it was decided to keep these visits small 3-5 people with Susan, Dick and a few constituents. We then went over ideas for the 1995/96 Legislative year. Issues to be addressed include: 1. Full Funding of Chapter 917 (highest priority); 2. Technology Bill - we need to get a copy of this bill; 3. Civil Service and minority recruitment for librarians; 4. Funding for the State Library. Dick will send our priorities to the head of the NYLA legislative committee. In our meetings we should remember to thank them for their past support particularly the SUNY/Rundel expansion money, and the passage of the public vote bill. Terri will have the information that we will give
To: Town Directors  
From: Annette VonDohlen, Town Liaison  
Re: Management Team Meeting, September 19, 1995  

ATTENDANCE: Kevin Loughran, Dick Panz, Paula Smith, Steve Lesnak,  
Rod Perry, Annette VonDohlen. Absent: Rolland Michael. Guests -  
Carole Joyce, Betty Lawrence.  

ROLES: Meeting Manager - Dick; Scribe - Annette; Timekeeper -  
Rod; Facilitator - Paula.  

INFORMATION SHARING  

Validation  
Internet Training Team - Betsy Gilbert and trainers - have  
done a great job!!!  
Members of the Patron Orientation Team will receive the  
city's Annual Employee Recognition Award on Tuesday, September  
26. Members are: Theresa Bennett, Mary Carlin, Mary Gleason,  
Suellen Hunt, Shirley Iversen, Deborah Leary, Linda Negus, Sharon  
Orienter, Carla Robbins, Kristine Smith, Lois Tipton, Patty  
Uttero. Congratulations!  
BER (Bureau of Employee Relations) has met with city  
departments and will address concerns that are raised and treat  
the suggestions in a TQM manner.  

Branch Heads Meeting  
Gift Fund - some monies are restricted and some are not.  
Allocate some monies for programming expenses (ex. construction  
papers, etc.). Receipts are necessary.  
Stamps - 100 for emergencies. Branches should use delivery  
service when possible.  
Credit Card - Central only.  
Receipt Printers - skeptical - cards available for patrons  
who want them.  
Massive Charge Outs  
Budget years - this year and next  
Branch Courier Service - Paula concerned about driver  
liability.  
Cafeteria Benefits  

INFORMATION PROCESSING  

Personnel  
Secretary for Paula's office to be announced soon.  
Nothing new on Lincoln position yet.  

RPL Automation Plan  
Carole Joyce and Betty Lawrence joined us for this  
discussion.  
3 - 5 year plan.  
Include what we need to prepare for, ex. telecommunication  
upgrade.
AGENDA FOR 9/26 MEETING
RPL Automation Plan - time line and follow up
Benchmark - City
Overdues - Patrons

ROLES FOR 9/26 MEETING
Meeting Manager - Dick Panz
Scribe - Rod Perry
Timekeeper - Paula Smith
Facilitator - Steve Lesnak

[Signature]
TRUSTEE COUNCIL OF THE MONROE COUNTY LIBRARY SYSTEM

THURSDAY, SEPTEMBER 14, 1995
OGDEN FARMERS' LIBRARY

The meeting was called to order by President John Salisbury at 7:35 PM.

Attendance (* indicates absence)

Brighton—Jack Pitlick
Brockport—Karen Owen
Chili—John Collins
East Rochester *
Fairport—Marylu Andrews
Gates—Russell Grasso
Greece—Dorothy Gabel
Henrietta—Tina Thompson
Irondequoit—Ray Grammer
Mendon—Paul DeTurck
MCLS—Paula Smith
Ogden—Judy Jennyjohn
Parma—Earl Steffen
Penfield—Gary Lehman
Pittsford—Pat Brown
Riga—Gerry Schnell
Rochester *
Rush—John Salisbury
Scottsville—Judy DePalma
Webster *

Also present were Ogden Board of Trustee Members John Hawkins, Clara Wilder, Roger Ressman, and James Sickelco; Ogden Farmers' Library Director Annette Von Dohlen, and Marilyn Douglas from NYSL Library Development.

1. President John Salisbury called the meeting to order, and began by nominating Russ Grasso to the officer's position of Secretary to the Trustee Council. The motion was seconded by Judy DePalma, and unanimously passed.

2. MCLS Report—Paula Smith and Annette VonDohlen

It was reported that the former CARL system is now called LIBRA. There was an announcement to the general public on Thursday, September 7. The new, enhanced system now includes access to the Internet, which will be available to the public at no charge. Training for trustees will be dealt with locally.

Internet public use was also a topic discussed. Local libraries will be responsible for setting up public access times, time limits for on-line usage, sign up sheets, the number of terminals available for use, and expectations of library staff in implementing this service. As to the subject of user fees, nothing has been determined as yet. Recommendation to the MCLS Board will be that no fees be imposed. When asked about misuse of the Internet, (in light of recent child pornography cases), Paula Smith explained that those who have E-mail through MCLS must sign a contract stating that they will not misuse it. She also explained that MCLS has a "closed web" for the public. That means that there is a controlled access for the public, all tools not being available. Also, LIBRA's Internet access is text only-no pictures. Paula concluded by stating that these issues will be addressed by the User's Group as well as MCLS. She also stated that the decision for user's fees may become a local issue.
The Rundel Memorial Building expansion is moving along. The sight preparation is currently underway. Asbestos is being removed from a building at 155 South Avenue so that it may be razed in the late fall for the expansion. From the goal of 22.5 million dollars needed for the expansion, 21.6 million has already been raised. The Rundel Foundation will begin a public campaign with a mass mailing in October to 100,000 current library card holders, as well as to the general public. Trustee Council received a letter of thanks from Rundel for its donation of proceeds from the coffee fund. Rundel has promised to dedicate a book to Trustee Council, to be placed in the new library.

Earl Steffen briefly spoke about the “Libraries in the Year 2000” seminar that he recently attended. The advice that he brought back was that each library should develop a true automation plan, (not just rely on LIBRA and the Internet), for the future.

3. **MCLS Legislative Committee Update—Paula Smith**

This committee, chaired by Susan Fowler (Brighton) recently set their priorities for 1996.

1. **Full funding for Chapter 917 (state aid to libraries)**

2. **A technology bill including communication components.**

3. **Personnel issues such as librarians in civil service, minority recruitment, training and staff development, and improved funding for the State Library.**

A form letter will be sent to each trustee regarding a letter writing campaign. Each trustee will receive a copy of the bill. This committee is still actively seeking members. They meet monthly. Soon they will be meeting with state legislators. Library Lobby day in Albany is scheduled for February 13, 1996. Earl Steffen suggested that people begin to lobby for more aid at the county level first, then move to the state level.

4. **NYSALB Panel Discussion**

There will be a panel discussion on collective problem solving at the NYLA Conference in Rochester on October 28, 1995 from 4:30-6:00 PM. Peter Wintish, Lillian Gordon, and Ray Grammer, (all former Trustee Council Officers), will lead the discussion. No place had been set for the discussion to date, (possibly a room at the Hyatt). Participants need to register for the discussion through NYLA.

5. **Membership Updates**

John asked that Trustee Council representatives bring in their forms so that records may be kept up-to-date.
6. Minutes of the last Trustee Council Meeting

The minutes of the April 29, 1995 Trustee Council meeting were approved unanimously on a motion from Marylu Andrews, which was seconded by Ray Grammer.

7. Open Forum

John Salisbury announced that the Rush book sale will take place in November. The question of how much to charge before a public opening was raised. Pennfield charges a $5. fee to get in if you are not a member of their Friends group. Gates has a similar policy, with the fee going to a year's membership in their group. Fairport charges $2. admission before a public opening. Their collected admissions become Friends' money to do things that can't be done with public money.

Henrietta has an on-going book shop. Some of that money was used to pay for their security system that was not covered by town funds.

Judy DePalma told about how Scottsville Library renovated a bathroom to make it handicapped accessible. A local men's group did it for about half the cost of a contractor. She also mentioned the library had been repainted by inmates from the Groveland Facility. The only cost was the materials.

Ogden funded their security system with unallocated town funds that they applied for.

Gary Lehmann from Penfield spoke about the vandalism of his library's curbside book drop over the July 4 holiday. Someone threw firecrackers into it, destroying materials. He asked if any other library had this problem and a possible solution. Webster has similar problems with an Eastway Plaza drop.

8. Next Meeting

The next Trustee Council meeting will be Thursday, November 9, 1995 at 7:30 PM. The meeting place will be announced on the Agenda accompanying these minutes.

9. Topics for the Next Meeting

Tina Thompson expressed concern with recent MCLS Trustee appointments. Some have never served as town library trustees. Henrietta has invited them to attend one of their Board meetings. Earl Steffen urged us to discuss this situation as a group.

The meeting was adjourned at 9:00 PM.

Respectfully submitted,

Russell Grasso
Secretary
Programs:
Toddler Time began on September 18th. We have 4 sessions per week with 11 children and a parent or caregiver in each session. Sean and Vangie are helping as storytellers on Thursday night and Friday morning.

Materials for Jumpstart were delivered to Paul Rd. School last week. This program, sponsored by Prudential, is designed to encourage 1st-3rd grade students to obtain their first library card. Newsletters are delivered to students, and hopefully they are taken home and shared with parents. There is a nationwide contest children may enter to win prizes. Libraries are also eligible to win. Last year Paul Rd. was awarded $1000.

The Amerks are coming! On Wednesday, October 18th, two members of the Rochester Americans hockey team will be at our library. Details are not in place yet, but the Amerks are co-sponsoring a reading program with MCLS and Monroe County. The program will be for children ages 8-14. The children will need to read 15 minutes a day, 6 days per week, to be eligible for prizes. On October 29th children in the reading program will receive a free pass to the Amerks game when they come to the War Memorial. I will be one of the volunteers from MCLS working at the game, handing out vouchers the children will exchange for a ticket. The final prize is an invitation to a practice session with the Amerks in December. Children will have photo opportunities and be able to skate with the Amerks. We have been told it is rare for the public to be allowed into practice sessions. Hopefully, children will be excited about this opportunity.

Displays:
Poem of the Month, Star Trek memorabilia, back to school stories, Halloween and ghost stories.

Meetings:
Collection development meeting at Central on Sept. 13th. Tech Talk meeting at the Gates Public Library on Sept. 19th. Gates School librarians meeting on September 28th.
I am also a member of the 1996 summer reading committee for MCLS. We will be meeting with representatives from the Red Wings, Amerks, and Brueggers Bagels. They are helping to sponsor our programs and should have lots of prizes to offer the kids.

Submitted by Michael McCullough
Use of public areas in the Greece Public Library buildings.

Public areas are available for the use of library patrons. Individuals or groups wishing to use those areas for activities may use public areas at the discretion of the librarian in charge. The activities may not limit library services or be disruptive to other patrons. Where appropriate, use of library meeting rooms may be scheduled on a first come, first served basis with library sponsored programs taking precedence.

Chairman, Library Board of Trustees -
Greece Public Library System
September 22, 1995

Ms. Judy Jennejahn
Chili Public Library
3235 Chili Avenue
Chili, New York 14624

Dear Ms. Jennejahn:

I would like to take this opportunity to thank you for the following donation:

1990  World Book Encyclopedia
1989  Collier's Encyclopedia
1986  New World Book of Knowledge

Hope Hall is enthusiastically stepping into its second year of operation. Our first year was a success because of our dynamic program, our knowledgeable staff, and the generosity of our community such as yourself.

Again, thank you for the donation and know that your generosity helps many young lives realize a brighter tomorrow.

Sincerely,

Sister Diana Dolce
Director/Principal
CHILI PUBLIC LIBRARY
LIBRARY BOARD MEETING AGENDA
September 26, 1995
7:00 p.m.

MINUTES of the August 22, 1995 meeting

ABSTRACT OF BILLS, FINE AND PAYROLL RECORDS

COMMUNICATIONS
1. From Marcia Rosenberg
2. From Louise Schwellstatt
3. Record of attendance
4.

DIRECTOR'S REPORT
1. September 8 staff meeting
2. Board member's terms
3. State grant
4. Library equipment
5. Policy Handbook - update
6.
7.

COMMITTEE & OFFICER'S REPORTS AND RECOMMENDATIONS
1. Nominating Committee - Rilla and Gary 7:30 p.m.
2. Subcommittees to Task Force - Randy
3. Trustee Council - John
4. Budget - Jim, John, Dot
5. Friends - Megan, Dot
6.
7.

OLD BUSINESS
1.
2.
3.

NEW BUSINESS
1. Processing fee for lost or damaged materials
2.
3.

Date of next meeting
Oct. 24th.
September 15, 1995

Citizen of Chili:

Thank you for becoming a charter member of the FRIENDS OF THE CHILI PUBLIC LIBRARY.

You are cordially invited to the organizational meeting of the FRIENDS, scheduled for Saturday, October 7, 1995 at 10:00 a.m. in the Town Hall meeting room.

Bylaws will be reviewed and a slate of officers will be voted on. Refreshments will be served.

The FRIENDS grew out of the concern of people like you who recognize the importance of a strong library to the community's welfare.

As a FRIEND, you are part of a growing, non-profit, volunteer citizens' group which believes in the importance of books, technology, media, cultural activities, and libraries for people of all ages.

We look forward to your participation in the FRIENDS OF THE CHILI PUBLIC LIBRARY!

Sincerely,

Megan L. Neumann
Secretary
Library Board of Trustees

Dorothea Pompa, Director
Chili Public Library
CHILI LIBRARY BANK ACCOUNTS
Rochester Community Savings Bank
Chili Library Memorial Fund
Opening Balance $8347.38

10/23/95
Deposits
Booksale 115.00
Closing Balance: $8462.38

Chili Library Memorial Fund for Bertha Henderson
Balance: $200.00 (no activity)

CD Accounts

THE FRIENDS OF THE CHILI PUBLIC LIBRARY
(Marine Midland Bank Account)
Opening Balance: October 06, 1995 - 724.00

10/23/95
Membership deposit 105.00
Closing Balance: October 23, 1995 - 829.00
TO: All Department Heads

FROM: Bill Kelly

DATE: October 6, 1995

RE: 1996 Budget proceedings

The following is the schedule for the Budget approval for 1996:

Wednesday, October 18, 1995
7:30 p.m.  
Budget Workshop immediately following regular Town Board Meeting

Friday, October 20, 1995
7:30 p.m.  
Town Board approval of preliminary budget

Wednesday, November 1, 1995
8:45 p.m.  
Public Hearing on Preliminary Budget  
Immediately following Town Board Mtg.

Attached please find a copy of the Press Release regarding these meetings. I am requesting that each of you attend ALL of these meetings. I will look forward to seeing your there.

Attachment

xc: Town Board Members
Circulation: Sept. 1994 = 16,484  Fines: $1551.43  
Sept. 1995 = 15,596  
888 loss

Meetings & Activities:

9/19  - Librarians' meeting
9/21  - TLDC at Scottsville
   - Meeting with Marcia Havens, David Harris and Megan Neumann to review Friends' bylaws
9/23  - Four hours of community service
9/26  - Judith Kharbas and I met to plan the Friends' informational meeting, Oct. 7
   - Library Board meeting
9/27  - Judy Jennejahn's last work day is Friday so we had a dessert party in her honor
9/28  - User's Group at Wheatley
9/30  - Four hours of community service
   - Met with Mary Faulk, a SUNY Brockport senior, who will present a program for library staff on intergender communication
10/2  - William visited. He had attended a history conference at U of R during the weekend.
10/4  - DAC at RPL
   - Librarians' meeting
   - Meeting of the Friends' officers
10/5  - Jeanne attended the Reference Roundtable at the Henrietta Library
10/6  - Jeanne attended the Reports Committee for me at Henrietta Library
10/7  - Friends' Informational Meeting at 10 a.m. in the Town Hall.
   - Megan and Pat Tindale helped me with the refreshments.
   - Please see the attached sheet for the listing of Executive Board and Ex-officio members.
   - Randy Allen gave a brief overview of the need for a Friends organization and how the group's activities can compliment the library's mission. I spoke about the library, its strengths, weaknesses, and future concerns (technology, expanded resources, more community awareness and involvement).
   - Judith asked the members present to volunteer for one of the following committees: Membership, Publicity, Programs. Dave gave the treasurer's report.
   - The next meeting of the Executive Board will be Nov. 10 at 5 p.m.
10/11  - Librarians' meeting
10/12  - TLDC at the Nendon Town Offices
   - Attended the Memorial Service for Mr. Henry Clune
   - Judith attended the Friends Council at the Brighton Library
10/13  - Staff meeting. 17 staff were present and surprised me with a sumptuous brunch in honor of Boss's Day. I was overwhelmed! The messages were complimentary; the gift was lovely. Some business was conducted in spite of the party! The minutes, when available, will be mailed out.

Dorothea Pompa
Friends of the Chili Public Library

Executive Board 1995/96

President  
Judith N. Kharbas  
53 Bright Oaks Dr.  
Rochester, NY 14624  
247-8416 (home)  275-4463 (work)

Vice-President  
Bruce Dunn  
30 Woodside Drive  
Rochester, NY 14624  
594-8475 (home)

Recording Secretary  
Marcia A. Havens  
760 Chili Avenue Extension  
Churchville, NY 14428  
889-9659 (home)

Corresponding Secretary  
Joyce Cullum  
3465 Chili Avenue  
Rochester, NY 14624  
889-5954 (home)

Treasurer  
David P. Harris  
11 Chestnut Ridge Road  
Rochester, NY 14624  
247-5610 (work)  
889-4745 (home)

Ex-officio members  

Dorothea Pompa  
Director, Chili Public Library  
3235 Chili Avenue  
Rochester, NY 14624  
889-2461 (home)  889-2200 (work)

Megan L. Neumann  
Chili Public Library Board of Trustees liaison  
64 Creekview Drive  
Rochester, NY 14624  
889-4184 (home)
CHILI PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

October 24, 1995

Call to order 7:00 p.m.

PRESENT: Randy Allen, John Collins, Rilla Crothers, Jim Lechner,
Dottie Pompa, Liaison Jim Powers.

AGENDA: Amendments approved by consensus.

MINUTES: Minutes of the September 26, 1995 were approved as written.

ABSTRACT OF BILLS, FINE, AND PAYROLL RECORD: On motion by John Collins,
seconded by Jim Lechner, abstract #29, dated October 24, 1995, in the
amount of $9,612.64 and fine and payroll records were approved.

COMMUNICATIONS: Randy read a letter he will send to Jim Powers thanking
him for his support of a new library.

DIRECTOR'S REPORT:

-Minutes of the October 13 staff meeting will be distributed later.

-Dottie attended an interesting seminar regarding inter-gender
communication.

-On October 12 Frontier installed a new Fax line. Two new fax
machines are being tried out to choose between. Their cost will be
about $1,400.

-The following items have been researched for purchase - shelving,
bookcase and blinds for Dottie's office, two (2) Wise terminals,
carpeting for the two entrances and workroom, and a mat for the
floor at the front desk. On motion by John, seconded by Randy,
Dottie should secure these items, the amount not to exceed $7,000.

-The new processing fee for lost or damaged materials is to take
effect this week.

-The legislative committee of the MCLS would welcome participation
by others. They meet of the first Friday of each month.

-All four librarians and Jim Lechner will be attending portions of
the NYLA meetings to be held in Rochester.

-Diane Moore explained to Dottie a program the Town is investigating
for employee assistance. Its cost is $10.50 per employee per year.

COMMITTEE AND OFFICER REPORTS AND RECOMMENDATIONS

-Nominating - Dave Harris will meet with the Board at 7:30 p.m.

-Implementation Team - Randy reported that the Team will be meeting
soon.

-Budget - Jim and Dottie attended a Town Budget meeting but it did
not pertain to the Library.
Friends of the CPL - Randy reported that about 35 people attended the organizational meeting on October 7 at which the Executive Board was elected and the bylaws approved. The spirit of the meeting was very positive. The slate of officers will be included with these minutes.

OLD BUSINESS:
A letter by Megan to the Town Board requesting the reappointment of Randy Allen and John Collins was approved.

NEW BUSINESS:
Following an interesting meeting with Dave Harris, Rilla made a motion, seconded by Randy, to invite Dave to join the Library Board. This was approved.

Dottie recommended that Jeanne Austin be hired as a permanent full-time employee in a Librarian I position. On motion by Jim, seconded by Randy and approved by the Board, this will take effect October 28, 1995 at the agreed upon starting salary.

ADJOURN: Motion by John, seconded by Jim, was approved at 8:45 p.m.

NEXT MEETING NOVEMBER 28, 1995
7:00 P.M.

Respectfully submitted,

Rilla Crothers, secretary pro-tem
October 24, 1995

Chili Town Council
3235 Chili Avenue
Rochester, NY 14624

Dear Sirs:

We are aware that the terms of two of our board members, Randy Allen and John Collins, expire December 31, 1995. Because of their willingness to continue on the board, and their invaluable service, we are recommending that they be reappointed to the Chili Public Library Board of Trustees for terms to run January 1, 1996 to December 31, 2000.

Thank you for your consideration in this matter.

Sincerely,

Megan L. Neumann, Secretary
Chili Public Library Board of Trustees
Jeanne Austin  
32 San Mateo Road  
Rochester, NY 14624  

Dear Ms. Austin:

Your name appears on the eligible list established as a result of Monroe County Civil Service Examination for Librarian I. Brighton Memorial Library has an opening for a professional librarian with responsibility for Reference and Automated Services. The schedule includes a 37.5 hour work week comprised of regular daytime hours, one or two evenings per week and Saturday and Sunday rotation. Appointment will be made at the Librarian I or II level depending upon experience and qualifications. The current Librarian I salary range is $25,973 - $33,764.

We are inquiring as to your interest and availability. Please read the statements below carefully and reply by filling in the information requested. Return this sheet to me by November 3, 1995.

Interested individuals should also: include a letter describing the reasons for your interest; attach your resume and salary history; and arrange for three letters of reference to be sent by the same deadline. Do not leave your present employer. This is only an inquiry as to interest and availability. Failure to reply will be treated as an unqualified declination and will remove your name from this Monroe County Civil Service eligible list.

Sincerely,

Angela Bonanza  
Director

*****************************************Do Not Detach*****************************************

PLEASE CHECK ONE OF THE FOLLOWING STATEMENTS

_____ I am interested in being interviewed for this position.

_____ I am not interested in this position and I understand that my name will be removed from the eligible list.

_____ I am not interested in this position because of the location and I understand that my name will not be certified to this geographic location in the future.

_____ I am not interested in this position because of salary. I understand that my name will not be certified to a position with this salary or a lower salary in the future.

_____ I am temporarily unable to accept because of ________________________________
ACTION CIRCULAR
DEADLINE: November 3, 1995

October 17, 1995

TO: All Interested Personnel

FROM: Angela Bonazinga, Director, Brighton Memorial Library

RE: Full-Time Reference and Automated Services Librarian

Brighton Memorial Library is seeking an experienced Librarian to fill a full-time position with responsibility for Reference and Automated Services. Anyone with a permanent, full-time appointment as a Librarian I or II and those on the current Librarian I and II lists of eligibles are invited to apply.

Major Responsibilities

1. Coordination of all reference and information service provided from the Information Center with an emphasis on the quality of reference and information service provided to patrons.

2. Supervision of part-time Information Librarians.

3. Supervision of clerical, page and volunteer personnel while staffing the Information Center.

4. Coordination of on-going implementation of all automated services with special attention to emerging developments in technology.


6. Preparation of research and preliminary design recommendations for an expanded Reference and Information Center as envisioned in the Building Expansion and Renovation Program.

7. Preparation of research and preliminary policy recommendations for reference and information service delivery in the planned state-of-the-art automated environment.

8. Other duties as assigned.
Special Qualifications

Initiative and demonstrated leadership ability.

Strong organizational skills and experience in project management.

Excellent oral and written communication skills.

Commitment to empowering people through information.

Knowledge of and strong interest in both the use of print materials and new technologies in reference and information service delivery.

Ability to exhibit good judgment with staff and the public and to retain poise under pressure.

Ability to work effectively as part of a team.

Positive outlook with the ability to think creatively and to adapt to change.

Personal and professional flexibility.

Environment

Brighton Memorial Library is a busy public library which serves a large, well-educated and diverse clientele. The staff is friendly, supportive and highly productive. The Board is committed to expansion of the facility and to adequate funding for both staffing and collections. Good relations have been developed throughout the community and with the town government.

Hours

37.5 hours per week including one or two evenings each week throughout the year and Saturday and Sunday rotation.

Salary

This is given below according to the 1995 schedule. A 4% increase is expected for 1996

Librarian I: $25,973 - $33,764
Librarian II: $29,120 - $37,855
Benefits

N.Y.S. Retirement; FICA; 24 paid vacation days; 8 paid holidays; Smile Saver Dental VII and health coverage in an HMO or Blue Cross/Blue Shield (with a small employee contribution); eligibility for self-contributing programs for deferred annuities, flexible spending accounts and long-term disability; 12 days per year sick leave; Employee Assistance Program.

Statement of Non-Discrimination

The Library grants equal employment opportunities to all qualified persons without regard to an individual’s age, sex color, religion, marital status, national origin, political affiliation, handicapped status or sexual orientation. The Library complies with all federal and state regulations dealing with employment practices.

Instructions to Applicants

Send a cover letter regarding the reasons for your interest in the position along with your resume and salary history to Angela Bonazinga, Director, Brighton Memorial Library, 2300 Elmwood Avenue, Rochester, NY, 14618 by November 3, 1995. Please also arrange for three letters of reference to be sent by the same date.
AGENDA

Meeting called to order 7:00 PM

Invocation and Pledge of Allegiance

Roll Call:
Councilman James J. Powers
Councilman James E. Powers
Councilman Stephen W. Hendershott
Councilman J. Donald Faso
Supervisor William C. Kelly

Also Present:
Town Clerk Carol O'Connor
Deputy Supervisor George J. Bartnett
Counsel for the Town Richard E. Stowe
Insurance Counselor Everett Vail
Town Engineer Joseph Lu
Director of Finance Dianne Moore
Commissioner of Public Works/Superintendent of Highways Joseph Carr

Fire Safety Announcement:

The Town Board Meeting of October 18, 1995 was adjourned until this evening for the purpose of considering any budget revisions by the Town Board and for the approved and prepared Preliminary budget.

MEMO

PRESS RELEASE dated October 5, 1995 by Supervisor Kelly, "This is to notify the Chili Community of the 1996 Budget Workshop. A workshop session is a limited participation working meeting by Town Board Members, Town Staff and other invited participants who are requested by the Board. The meeting is open to the public, but is not subject to public comment during the Workshop. The Town Board will be holding this workshop on October 18, 1995 immediately following the regularly scheduled Town Board Meeting which is scheduled for 7:30 p.m. The Workshop is expected to begin at approximately 8:00 p.m. In lieu of the Public Forum that evening, we will immediately begin the regular Town Board meeting. We will then go immediately into the budget workshop. After the workshop is completed, we will reopen the Town Board meeting for Public Comments, both regarding regular Town business and the 1996 budget. This Town Board meeting will then be adjourned to 7:30 p.m. on Friday, October 20, 1995 for the purpose of considering any revisions by the Town Board and for the approved and prepared Preliminary budget which will be adopted at that time. A required Public Hearing of the Preliminary Budget will be scheduled for 8:45 p.m. on November 1, 1995 to receive comments by the public on the preliminary budget. After this public hearing the revised preliminary budget will be submitted for adoption by Resolution of the Town Board at which time it will become the adopted 1996 Town Budget."
RESOLUTION #385 RE: Revisions to the 1996 Tentative Budget

Offered by: ___________  Seconded by: ___________

BE IT RESOLVED that Account #__________ (_______) be amended to $_______ from Tentative Budget amount of $______________.

BE IT FURTHER RESOLVED that Account #__________ (_______) be amended to $_______ from Tentative Budget amount of $______________.

BE IT FURTHER RESOLVED that Account #__________ (_______) be amended to $_______ from Tentative Budget amount of $______________.

BE IT FURTHER RESOLVED that Account #__________ (_______) be amended to $_______ from Tentative Budget amount of $______________.

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BE IT FURTHER RESOLVED that Account #__________ (_______) be amended to $_______ from Tentative Budget amount of $______________.

BE IT FURTHER RESOLVED that Account #__________ (_______) be amended to $_______ from Tentative Budget amount of $______________.

BE IT FURTHER RESOLVED that Account #__________ (_______) be amended to $_______ from Tentative Budget amount of $______________.

RESOLUTION #386 RE: Adoption of the 1996 Preliminary Budget

Offered by: ________________  Seconded by: ________________

BE IT RESOLVED that Resolution #385 amending the Tentative Budget shall, in accordance with Section 106 of the Town Law, be incorporated in and become the 1996 Preliminary Budget for the Town of Chili.
CHILI PUBLIC LIBRARY

LIBRARY BOARD MEETING AGENDA

October 24, 1995
7:00 p.m.

MINUTES of the September 26, 1995 meeting

ABSTRACT OF BILLS, FINE AND PAYROLL RECORDS

COMMUNICATIONS
1. To Little Jim Powers
2.
3.

DIRECTOR'S REPORT
1. Oct. 13 staff meeting
2. Oct. 20 program meeting
3. Library equipment and carpet
4. Processing fee
5. Legislative Committee
6.
7.
8.

COMMITTEE & OFFICER'S REPORTS AND RECOMMENDATIONS
1. Nominating Committee - Rilla and Gary 7:30 p.m. Interview
2. Implementation Team - Randy
3. Budget - Jim and John
4. Friends of the CPL - Megan

OLD BUSINESS
1.
2.
3.

NEW BUSINESS
1. Board reappointments letter
2. Librarian I appointment
3.

Date of next meeting
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MINUTES
FRIENDS OF THE GATES PUBLIC LIBRARY
BOARD MEETING
OCTOBER 11, 1995

Present: Rita Kuder, Sam Palma, Joan Bawden, Kay Feraios, Gail Solomon, Joan Lukus, Phyllis Pittman, and Susan Swanton.

1. Call to order and approval of the minutes:
The meeting was called to order at 7:31 P.M. by Gail Solomon. The minutes of the September 13, 1995 were approved as read with a motion by Sam Palma and seconded by Kay Feraios.

2. Treasurer's report:
No report at this time.

COMMITTEE REPORTS:

A. BOOK SALE:
Joe Doles will share the duties of the book sale with Sam Palma. Joe will consider co-chairing this committee with Sam. The Town craft show will be held on the first Saturday of December.

People volunteering to help Sam & Joe monitor the book sale are as follows: Kay Feraios will take Wednesday, Gail Solomon and her husband, Vic, will help on Thursday, Denton & Alice Harris will help on Friday, Joan Bawden will help on Friday, and Susan Swanton & Sam Palma will be sharing the Saturday duties.

Sam will call the nurses association, Hope Hall, Veteran's administration, etc. to take the leftovers from the book sale. There is a problem getting groups to take the leftovers. At a suggestion from Gail Solomon, Sue Swanton will do a "Library Link" column stating where the books remaining from the sale go once the sale is over. Sam will report on this at the November 1st meeting.

B. COOKBOOK REPORT:
Patty submitted a written report. Sales of the cookbook continue to be slow. The cookbook was entered in the Tabasco Community Cookbook Contest. This contest is an annual and national event and can generate lots of publicity and sales. She asked for volunteers to help put the remaining cookbooks together. Patty will be asked to pick several dates and bring them to the next Friends meeting and several people have volunteered to devote several evenings or Saturdays to help finish this project.

C. FUND DEVELOPMENT:
Phyllis Pittman stated that a letter has been mailed to businesses asking for donations. So far, we have received about $450.00. Phyllis will do follow-up phone calls as a reminder. On the agenda for the November 1st meeting will be discussion on honorary memberships for people who have made contributions to the Friends in some way. Also, discuss lifetime memberships.

D. JUNIOR FRIENDS:
Heidi reported through Joan Lukus that elections were held for the new officers of the Junior Friends. The results are as follows: President: Jessie Tocco (her second year as President); Vice-President: Karl Unschold; Treasurer: Allison Piazza (her second year as Treasurer); Secretary: Chris Fosberg; Phone Person #1: Seana Bullard; Phone Person #2: Brittany McDonald (who is a brand new member).

Junior Friends summer activities included: a fund-raising car wash raising over $70.00, a visit to the Westgate Nursing Home, the creation of games to be played by the children who attended the End of Summer Reading Party.

The Junior Friends are looking forward to another visit to the Westgate Nursing Home for Make-a-Difference Day, helping out at the Town's annual tree lighting ceremony and the on-going Campbell Soup label campaign.
AGENDA

1. Introductions

2. Goals for Friends of the Library organization - Dottie, Megan, Randy

3. Update on Library’s future - Randy

4. October 7 open meeting - agenda preparation

5. Committees to be formed for first year’s operations

6. Upcoming meetings of interest to Board
   Friends Council - 12 October - 7:30pm - Brighton Public Library
   New York Library Association - 29 October - Rochester Convention Center

7. Schedule next Executive Board meeting
   Agenda:
   determine first year’s goals
   decide on committees and appoint chairs

   membership signup. Sign-up
   (Treasurer’s Report & membership)
   Refreshments
   coffee, tea, food
Proposed Slate of Officers for the Friends of the Chili Public Library 1995-1996

President: Judith Kharbas  h-247-8416
            53 Bright Oaks Dr.
            Rochester, NY 14624  w-275-4463

Vice President: Bruce Dunn  h-594-8475
                 30 Woodside Drive
                 Rochester, NY 14624

Recording Secretary: Marcia A. Havens  889-9659
                     760 Chili Avenue Extension
                     Churchville, NY 14428

Corresponding Secretary: Joyce Cullum  889-5954
                         3465 Chili Avenue
                         Rochester, NY 14624

Treasurer: David P. Harris  w-247-5610
           11 Chestnut Ridge Road  h-889-4745
           Rochester, NY 14624

October 4 meeting at 5 p.m. in the library to review the agenda for the October 7 Organizational Meeting
Dear Friends,

On October 7 of this year, The Friends of the Chili Public Library held its first meeting. We "began" with an initial membership of 56, including 33 families, 20 individuals, and 3 businesses.

Among the organization's goals are: to create public support for the library, to intensify community awareness and use of the library, to campaign for a new library building, to sponsor programs designed to add to the cultural life of the community, and to work for library legislation and appropriation.

My purpose in writing to you is to ask for your group's help in achieving our goals by encouraging your members to become members of the Friends of the Chili Public Library.

The annual dues for members are as follows: $5.00 for individual membership; $10.00 for family membership; and $25.00 for business membership. The dues are tax-deductible.

By involving as much of our community as possible in "Friends", we hope to increase participation in the use of the library; and also to provide programs, activities, and projects that will benefit the entire community.

If you have any questions regarding membership in the Friends of the Chili Public Library, we would be glad to provide a live person to speak to your group at a future meeting; or you can call me at 594-8475; Judith N. Kharbas, President of the Executive Board, at 275-4463; or Dorothea Pompa, Director of the Chili Public Library, at 889-2200. 

Sincerely,

Bruce Dunn
Membership Committee Chair
Dear Friends,

On October 7 of this year, The Friends of the Chili Public Library held its first meeting. We "began" with an initial membership of 56, including 33 families, 20 individuals, and 3 businesses.

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Sincerely,

Bruce Dunn
Membership Committee Chair
The Friends of the Chili Public Library held its first meeting on Saturday, October 7.

"Friends" is a self-governing offshoot of the library Board of Trustees. A five-member executive board has been appointed for 1995-1996. After that, yearly elections will be held to determine new officers.

Among the organization’s goals are: to create public support for the library, to intensify community awareness and use of the library, to campaign for a new library building, to sponsor programs designed to add to the cultural life of the community and to work for library legislation and appropriation.

The organization will also address certain weaknesses, such as the need for additional parking and finding space for collections, programming and quiet study.

Three committees are in the process of forming for advancement of "Friends." The membership committee will recruit members and promote participation and support of "Friends." The program committee will plan activities and projects for "Friends," and the publicity committee will inform the public of the goals and accomplishments of "Friends" and will promote events sponsored by the organization.

Even in its initial stages, "Friends" has recruited 56 members: 33 families, 20 individuals and three businesses. A total of $724 has been raised.

Anyone interested in finding out more about "Friends" or signing up for one of the committees should call Judith N. Kharbas, president of the Executive Board at 275-4463, or Dorothea Pompa, director of the Chili Public Library at 889-2200.
The Friends of the Greece Public Library

Annual Meeting

featuring

Guest Speaker

Betty Jean Anderson

(member of the Historical Society of Greece)

presenting

A Glimpse of Old Greece

Thursday, October 26, 1995

7:00PM

• Election of Officers
• The Year in Review
• Raffle
• Refreshments

The Friends of the Greece Public Library

invites you to

Kaufmann's
Greece Ridge Center
Rochester, NY

Preview Shopping & Benefit Day
Tuesday, November 7, 1995
10AM to 10PM

Tickets are available for $5.00 each from the Friends. Ticket includes admission to Kaufmann's Preview Shopping and Benefit Day, chances to win $1,000 shopping spree or one of two trips, plus discount coupons for merchandise. Proceeds will benefit our organization.

For more information, call Cathy Hiler (225-3994) or Barbara Switalski (663-3946).
DEWEY STONE LIBRARY

The Dewey Stone Branch Library will be offering a series of adult craft programs this fall. "Designing T-shirts" with Barb Wilson, a repeat of a very popular program held in June, was brought back by popular demand on Sept. 22.

Future fall programs will include an October quilting program and a November "Nostalgia Button Wreath" program. In addition, Dr. Martyn Miller, a local veterinarian, will give a program in October for ages 8 through adult. This program, geared to all pet owners, is called, "Talk to Your Vet About Your Pet". More information on these programs will be available soon at all the Greece Public Libraries.

The Summer reading game "Read the World Over" was a great success! 175 children participated in the program. The top 5 readers from each library paraded on the field at Silver Stadium during the "Books at the Ballpark Night". The top 5 readers from Dewey Stone were: Matthew Chaudhuri, Kristina Caligiuri, Stacy Johnson, Melissa Hudson and Jessica Schoenheit. The Summer game finale featuring The Artful Dodger - Master Juggler was enjoyed by all. Both programs were sponsored by the Friends of the Greece Public Library.

Children's Programs - Fall '95:
Evening Story Time will be offered again this fall on the following Monday evenings: Oct. 16 and Dec. 4 from 6:30 - 7:00 P.M. Children ages 3 & 4 are welcome to attend. No registration is required. A holiday program will be held on Saturday, December 9. More information will be announced later this fall. This program is sponsored by the Friends of the Greece Public Library.

PADDY HILL LIBRARY

Read the World Over
It has been a hot, hot summer! The sun was hot and our library programs were hot! Our reading incentive program was very popular with our young patrons. They read even more books, and saved and saved to trade BOOK BUCKS for books! The pencils, folders, and bookmarks were well-appreciated also. We had almost 600 children join our reading program.

Our preschoolers traveled around the world, hearing stories and doing a craft, plus sampling some tasty treats from foreign lands. They succeeded in using chopsticks and thought German cheese and Swiss chocolate were quite tasty.

The school-age programs were very well-attended. The Genesea Storyteller took us on a whirlwind trip around the world with stories and riddles from Africa, Europe, and South America. Mr. Merritt told us tales from the Orient; then we made a cup, dog, and penguin using his magic paper folds. We all checked our cups for leaky corners but we had to wait to use the cups at home.

Ms. Pattison brought her guitar to lead us in song. Her choices were rounds from "round the world. It seemed to be the hottest day of the summer as we sang songs from Australia, France, Ireland, and England.

Our final program at Greece Town Hall featured Doug Rougeaux, The Bubble Man. He performed before a capacity crowd of children, parents, and grandparents. His bubble wands created bubble chains, ice cream cones, and flying saucers. He used his hands as a bubble blower. He ended his magic by putting a child inside a huge bubble.

MITCHELL ROAD LIBRARY

A very busy summer has ended at Mitchell Road Library. Weekly children's programs as well as visits by Musician/Storyteller, Chuck Ciricolo, Jr. and the Wegman's Zoomobile kept most of us focused on this year's theme, "Read the World Over." These and other such events throughout the year are possible only through the Friends continuing support.

"Surfing the Net": The Internet, the world's largest computer network, is now available through the library's on-line computer system. A connection to the "Net" opens vast sources of information to the average person. It's not just for research, but for real life information needs from agricultural reports to zoos of the world --and everything in-between. Weather information for vacation planning or the latest Supreme Court decisions - All are available on the Internet. Access to many of the Net's resources at our libraries is as easy as following the printed "script" available at the terminals which have Internet connections - 3 at Mitchell Road, 7 at Paddy Hill and 3 at Dewey Stone. Librarians at each Branch are ready to assist patrons with searching techniques. Once you've surfed the Net, you'll be hooked - guaranteed!

PEEK

- A -

BOO..K!

by Cathy Hiler

Truth can be stranger than fiction. The Hot Zone by Richard Preston chronicles, in novel form, the true story of a rare, lethal virus as it "crashes" into the human race in 1989. The breathtaking action involves a "hot" virus, which journeyed from the remote caves of Zaire to the confines of a Biosafety Level 4 military facility outside Washington, D.C. Our first knowledge of this lethal virus is in 1995, some six years later.

The cast of players, and their widespread expertise make this book all the more terrifying. My personal thought is that everyone should read it. It is a "sit on the edge of your seat", impossible to put down read, that questions the destiny of the human race.

I finished it at 4:00 AM!
The Young Friends

The Young Friends had a pizza/movie night at the end of July as part of their membership drive. We were pleased to meet several potential members. Our thanks to the Friends for funding this event. We’d also like to thank Ms. Mancuso and the Mitchell Rd. staff for housing our party. Our regular meetings will begin again at the end of September at the Dewey - Stone Library.

We’re looking forward to assisting the Friends in their January Book Sale. Watch for upcoming Young Friends events in your local Branch.

Director’s Notes

New at Your Libraries
June Shapiro, Director, Greece Library

In late August, we introduced a new method for giving patrons information about the due dates of their library materials.

For the past two years, we have been testing the Due It system, at no cost to us. This is a computer-based system that allows us to select among several due dates for each transaction at each terminal. It produced small stickers printed with the appropriate date which staff could put in the book/video/etc.

As long as the system was free, we loved it; but the trial period ended August 1995. The actual cost of the system was more than we anticipated. The monthly lease for each machine (9) plus the supplies added up to an annual expense well beyond our ability to pay, especially with the expectation of annual increases for both costs.

Recently, other public libraries in Monroe County had begun using receipt printers. For a one-time cost of $300 each, these small machines hook into our circulation computers and produce a receipt very similar to one you get from the supermarket.

THANKS TO THE GENEROSITY OF THE FRIENDS OF THE GREECE PUBLIC LIBRARY AND THE NORTHWEST ROCHESTER CHAPTER OF AARP, we purchased 8 of these machines. All we need to buy annually is adding machine tape. Conservative estimates show that we will save over $20,000 in the next 4 years.

The downside? There’s nothing to put in your book. We hope that the fast, low cost and itemized record will make up for it.

The Board Speaks

from Linda Caligiuri
Chairman, Library Board

Consolidation is the promise for Greece in regards to library service. Our system has less than half the space recommended for a town our size. A town is often judged quality-wise by the library system it supports. Our patrons are staunch supporters and our staff has tirelessly risen to the occasion and given us a valid reason for being ranked at the top of the town services. Recognizing this, the Library Board of Trustees, in an attempt to meet their charge, has recently met with the Town Board and given their recommendation for centralized library service for the community of Greece.

Over the past five years we have been working toward this goal. Five branches once existed and now we are serviced by three. We have continued to grow in usage as is attested to in our spiraling circulation statistics.

Pooling our resources would behoove everyone. Book and magazine buying would be done in a much more efficient manner. The avoidance of buying several copies of the same book for three branches would allow for the expansion of our collection. The entire staff being in one location would allow for us to be open more hours. Programs for children and adults could be offered daily. The reference section in each branch barely deserves that title. With better use of our resources, we can alter that situation. Due to our space crunch, we have difficulty finding quiet areas where patrons can read or study. A library should address the needs of all family members. At present, our patrons are driving between branches in order to placate the needs of their household. Each library branch should not be an entity unto itself, but rather an integral part of the whole.

The Greece Library System exists to serve the community. We are working to provide a future rather than preserve the past. Enthusiasm reigned as we move closer to this goal in our discussions with the Town Board. Your ideas on how to make this natural step forward the most successful are welcomed!

Donate your Books to the
Friends Annual Book Sale
Take them to your local
Greece Branch
Membership Form
FRIENDS of the GREECE PUBLIC LIBRARY

Individual Contribution $5.00 - Memberships valid for one year from enrollment date

_______ New Membership       _______ Renewal

I wish to make an additional contribution of $__________________

Name ________________________________________________

Address _____________________________________________

Phone: ___________________ Interested in Volunteering? _________

Mail to: Susan Salamone, 100 Marble Drive, Rochester, NY 14615

CLIP HERE

Membership Corner

Sue Salamone - Membership Chairperson

Welcome to the following new members:
Bob and Marilyn Spall
Becky Vineall

THANK YOU!! to FRIEND Mary Dibble for her extra contribution. It is very much appreciated.

Membership Committee
The next Membership Committee Meeting will be held on Thursday, October 5 at 7:00 at the Dewey-Stone Library. Please join us, or call Sue Salamone at 865-5627 for further information.

FROM:
FRIENDS of the Greece Public Library

TO OUR FRIEND:
THINGS TO DO TODAY:

Schedule masseuse
Wash dog
Buy petunias

Don't forget my Friends' membership!

(Wear a string around my finger till it's mailed)
EMPIRE FRIENDS

“100 IDEAS IN 100 MINUTES”
NYLA Conference
Rochester, NY 1995

Board Development

1. By-laws, By-laws, By-laws!

2. Hold meetings to one hour

3. Create committees and use them
   Strategic Planning Comm - develop long-range plans e.g. new bldg

4. Develop policies and procedures

5. Spend a meeting or two developing long range plans and goals
   Need some idea of where you want to be in 5 years

6. Cultivate
   Introduce to community leaders, people who head up local organizations

7. Join other organizations - Rotary, the Chamber of Commerce, Lions, League of Women Voters

8. Doing a capital campaign? - send large donors a separate newsletter,
   keep meticulous records, give the levels names, hold a separate event

9. Hire an independent consultant to do a board retreat

10. Review Board liability insurance

Membership

11. If you’re having an event, fundraiser, offer your members a pre-event open book sale to friends night before

12. Hold a raffle and take names and addresses to use in a membership mailing

13. Contact a local bank branch to mail a membership application out with their checking account statements
14. Exchange membership lists with other like organizations

15. Challenge your members to bring in one new member and offer a prize

Recognition

16. Hold a luncheon for staff and have trustees/Friends Board serve

17. Ask local florist/gardens clubs to bring in flowers for the reception desk

18. Scholarships for staff to attend conferences

Programming

19. Teacher’s Tea

20. Newcomer’s Day for people who hold new library cards

21. Story Phone

22. Rare Book Appraisals

23. Exchanges - Clothing patterns, coupons

24. Puzzle Project

25. Season’s Readings

26. Hold Read-a-Alouds at the senior citizen center or the hospital

27. Create a show at the local radio station to do readings, interview, discussions

28. Sponsor a bus trip to a large library, performance, art show

29. Celebrate Founder’s Day (founder’s birthday, etc.)

30. Hold a magazine drive - label magazines and donate to a local cause

31. Student writing contest on the history of the library - publish the winner in local paper
32. Observe Banned Book Week

33. Training Manual for volunteers

34. Cable TV show on books (new additions, banned books, etc.)

35. Bibliographies

36. Record instructions for tax forms, etc. on tape

37. Form a Speaker's Bureau
   
   Internet, genealogy, how to get articles published

38. Provide display space for patron's hobbies

39. Hold an 'Eggs and Issues' breakfast
   
   Use people from community as speakers e.g. local college president
   
   Serve coffee & bagels

Public Relations/Advocacy

40. Sponsor a Parade Float

41. Business cards

42. Form partnerships with other organizations

43. Ask local businesses to print your 'ad' - grocery bags, milk cartons

44. Put labels on everything the Friends have purchased for the library

45. Develop list of organizations that print newsletters

46. Friends Bulletin Board

47. Have relations with your elected officials!
   
   Hold a breakfast
   
   Include them on your mailing list
   
   Host a 'Meet the Candidates' night
   
   Have them serve as honorary librarians
   
   Give an award of appreciation

48. Newsletter! quarterly
   
   can put them in checked out books

49. Design a logo - use it on newsletter, stationary, pins, stickers, etc.
   
   have a contest for high school/college students
Fundraising

50. Showcase of Homes
51. Garden Tour (Garden Tea Party)
52. Wine/Beer Tasting Party
53. Moveable Feast
54. Talent (Lack of) Auction
55. Scrabble Tournament
56. Meadow Muffin Bingo
57. Frog Jumping contest
58. Rubber Duckie Race
59. Cabin Fever Day — in February
60. Deliver flowers on Valentine’s Day
61. Dinner with speaker

Shows
62. Miniatures
63. Home
64. Health
65. Fashion
66. Flower/Garden
67. Bike Race with Corporate Challenge
68. Create a local poster, i.e., ‘Doors of...’, ‘Barns of...’
69. Hold a Non-Event
Dinner Themes
70. Prom
71. M.A.S.H. Bash
72. Take Me Out to the Ball Game
73. Bird Watching Brunch
74. Celebrity Waiters.

75. Talent Show
76. Phonathon
77. Casino Night
78. Apples and Art Festival
79. Scavenger Hunt
80. Road Rally

81. Author Auction - winner gets dinner with the author and is written into his next book
82. Penny Parquet
83. Buy a Brick
84. Picnic Basket Auction
85. Bachelor Auction
86. Keep a small area in the library for an ongoing booksale
87. Ask for unrented space/cart at the mall
88. Holiday gift wrapping booth at the mall
89. Have children create individual squares for a quilt and raffle it
90. Plant Sale
91. Set up a Foundation or an endowment

92. Ask local stores to carry your Friends’ merchandise

93. Have a new movie preview night at the cinema

94. Chocolate Lover’s Benefit - restaurant(s) donate % of all chocolate desserts sold in one month

95. Hold a ‘Garage Sale’

96. Hold a portrait sale - silhouettes, houses, pets, family

97. Offer a premium with a higher level of membership

98. An American Girl fashion show and tea

99. JOIN EMPIRE FRIENDS!

100. JOIN FRIENDS OF LIBRARIES - U. S. A.!
1995 has proved to be another highly successful Used Book Sale! We earned almost $17,630 after expenses; that's an increase of almost 6% over last year!

The Friend's Annual Used Book Sale has achieved a great reputation in the Rochester area. Customers were heard to comment, "This is the best book sale in the county." It this is true, the reason is clear -- there were so many wonderful people who volunteered their time, talents, and energy. A special thanks to the Penfield Freshman Football Team who did so much of the bull work during set up.

June Vegh and her committee, who sorted books throughout the year, deserve many thanks. We are indeed fortunate to have had an excellent book sale committee who planned and organized the whole effort. The members were cooperative, dedicated, hard working, and giving of their time -- we can't thank them enough. Then there were the hundreds of volunteers who worked with set up, worked during the sale, or took care of cleanup. Many of whom worked more than one shift. Everyone helped to produce the most successful book sale the Friend's have ever held. Our thanks to all of you who helped in any way ... you can be proud of your contribution.

The members of the Book Sale Committee and the Officers of the Friends of Penfield Public Library will meet with the Library Director, Carolyn Smith, in late October to review the Friend's Budget for 1996. This is always a happy meeting where Carolyn's "Wish List" for the coming year is discussed. In January's membership letter, we will let you know what "extras" the Friends of Penfield Public Library will be buying for the Library.

Sincerely,

Janet Flanagan & Nancy Anstadt
Cochairs - 1995 Used Book Sale

The following were members of this year's Book Sale Committee: Margaret Andronaco, Nancy Anstadt, Janet Flanagan, Marianne Hesselberth, Maggie Hession, Carol Hutner, Diane Meyer, June Vegh, Arlene Waggert, Melba Williams, and Charles Wise.
Action of Initial Directors of
Friends of the Chili Public Library, Inc.

taken without Organization Meeting

I. The undersigned are the persons designated in the certificate of incorporation of Friends Of The Chili Public Library, Inc. as the initial directors of said corporation.

II. Friends of the Chili Public Library, Inc. is a not-for-profit corporation duly organized and existing under the laws of the State of New York, the Certificate of Incorporation of said corporation having been filed by the Department of State on _____________________, 19__.

III. No organization meeting of the initial directors of Friends of the Chili Public Library, Inc. has been held.

IV. The following actions permitted to be taken at an organization meeting are hereby unanimously taken by the undersigned without a meeting pursuant to section 405(b) of the Not-for-Profit Corporation Law:

   1. The by-laws hereto annexed as Exhibit A are adopted as the by-laws of the Friends of the Chili Public Library, Inc. and shall, together with the certificate of incorporation and notice of filing thereof by the Department of State, be inserted in the minute book of the corporation.

   2. The undersigned agree to continue serving as the directors of the Friends of the Chili Public Library, Inc. until the first annual meeting of members or until a successor has been elected or appointed and qualified.

   3. The undersigned agree respectively to serve as officers of the corporation until the first annual meeting of the members or until a successor has been elected or appointed and qualified: Judith Kharbas, President; Bruce Dunn, Vice-President; Marcia Havens, Recording Secretary; Joyce Cullum, Corresponding Secretary; and David P. Harris, Treasurer.

   4. Marine Midland Bank is designated as a depository bank for the corporation. The Board hereby ratifies the action of one the incorporators, and current director, David P. Harris, in setting up a checking account with said bank for the deposit and disbursement of the funds of the corporation. The checking account is designated as Account #554-76188-2. The Treasurer, in addition to the President, is hereby authorized to be a signatory on said account.
5. The Board hereby ratifies the application made by David P. Harris to the I.R.S for a Tax Identification Number for the corporation. The Tax Identification Number assigned to the corporation is 16-1470274.

6. The President and Treasurer are hereby authorized to make application to the Internal Revenue Service for recognition of tax exempt status for the corporation. The forms to be filed are Form 1023 - Application for Recognition of Exemption, and Form 8718 - User Fee for Exempt Organization Determination Letter Request. Preliminary drafts of these forms have been prepared by David P. Harris. The Board further authorizes payment to the I.R.S of the required fee of $150.00.

7. The President and Treasurer are hereby authorized and directed to complete New York State Department of State Form 410 entitled Charities Registration Statement, and to file the same with the Office of the Attorney General, Charities Bureau and the Office of Charities Registration, NYS Department of State. The Board further authorizes payment to the Department of State of the required filing fee of $25.00.

8. The President and Treasurer are hereby authorized to complete and file New York State Sales Form ST-119.2 (Application for Exempt Organization Certificate), and any related forms, on behalf of the corporation.

9. The fiscal year of the corporation shall be to .

10. Annual dues for members of the Friends of the Chili Public Library, Inc. shall be as follows:

   a. Individual Memberships: $ 5.00  

   b. Family Memberships: $ 10.00  

   c. Business Memberships: $ 25.00  

11. All persons and organizations who have sent in their membership forms and dues to the Friends of the Chili Public Library, Inc. prior to the actual filing of the Certificate of Incorporation of the corporation are hereby accepted as members of the Friends of the Chili Public Library, Inc. as of this date.

12. A meeting of the Board of Directors (Executive Board) shall be held October 4, 1995 at 10:00 a.m. at the Chili Town Hall, 3235 Chili Avenue, Town of Chili, New York. Members are welcome to attend the meeting.
IN WITNESS WHEREOF, the undersigned have subscribed this instrument this _____ day of __________________, 19 ___.

Judith Kharbas

Bruce Dunn

Marcia Havens

Joyce Cullum

David P. Harris
EXHIBIT A
BY-LAWS
of
FRIENDS OF THE CHILI PUBLIC LIBRARY, INC.

ARTICLE I
NAME AND OFFICES

The name of the corporation shall be the Friends of the Chili Public Library, Inc. The principal office of the corporation shall be at the Chili Public Library, 3235 Chili Avenue, Rochester, New York 14624. The Friends of the Chili Public Library, Inc. shall hereinafter be referred to as "organization."

ARTICLE II
PURPOSE

The purpose of the organization shall be to maintain an association of persons interested in books and libraries; to focus public attention on the Chili Public Library, its services, facilities and needs; to stimulate the use of the Chili Public Library’s resources and services; to encourage gifts, endowments, and bequests to the Chili Public Library; to support and cooperate with the library staff and Board of Trustees of the Chili Public Library in developing and producing resources that will aid in the fulfillment of these objectives, and to solicit and receive grants and contributions for any of the foregoing purposes.

ARTICLE III
MEMBERSHIP

1. MEMBERS: Membership is open to persons who have indicated their willingness to be involved in the general purposes of the Friends of the Chili Public Library, Inc. by paying their membership dues. Individual members of the organization shall be persons at least eighteen years of age, and corporations, partnerships or other business entities. Each individual member shall be entitled to one vote in all matters coming before the membership. Family memberships shall consist of two (2) or more individuals within one family all of whom reside at the same address. Each family membership is entitled to up to two (2) votes, each of which must be cast by separate members of the family eighteen years of age or older.

2. DUES: The executive board may determine from time to time the amount of annual dues payable to the organization by each member.

3. TERMINATION OF MEMBERSHIP: The executive board may establish reasonable rules for the termination of membership either by resignation or other cause.
ARTICLE IV
MEETINGS OF THE MEMBERS

1. **ANNUAL MEETING:** The annual meeting of the members of the organization shall be held at ________ a.m. on the ___________ day of the month of September in each year, or on such other date as the executive board may determine. The annual meeting shall be held at 3235 Chili Avenue, Town of Chili, New York. At the annual meeting, the members of the organization shall elect the officers of the organization who shall comprise the executive board, and transact such other business as may properly come before the meeting.

2. **SPECIAL MEETINGS:** Meetings of the members, other than the annual meeting, may be called by the executive board or by the corresponding secretary upon written request of at least ten percent of the total number of members at the time of the call of such meeting.

3. **DETERMINING MEMBERSHIP / QUORUM:** One-tenth (1/10th) of all members of the organization, present in person or by proxy at a meeting of the organization, shall constitute a quorum. For the purposes of determining the total number of members of the organization, and for purposes of determining a quorum, each individual member shall be counted as one (1) member, and up to two (2) adults (age 18 or older) of a family membership shall each be counted as one (1) member.

4. **VOTE BY PROXY:** Each member may vote by proxy at any annual or special meeting of the members of the organization.

5. **VOTE BY MEMBERS:** Except as otherwise provided herein or required by law, any action by the organization shall be authorized by a majority of the votes cast at a meeting of the members. In the election of the officers and members of the executive board of the organization, a plurality of votes cast by the members of the organization shall be sufficient to constitute action by the organization. To be eligible to vote, a member must be a record member of the organization at least ten (10) days prior to the date of the meeting of the members.

6. **NOTICE OF MEETINGS:** There need be no written notice of the date, time and place of the annual meeting unless the date, time and place is changed by the executive board. In the event of such a change, notice shall be given to each member via the organization’s newsletter or by other written notice to the membership. If the notice is given by regular first class mail, it shall be mailed not less than ten (10) nor more than fifty (50) days before the date of the meeting. If notice is mailed by any other class of mailing, it shall be mailed not less than thirty (30) and not more than sixty (60) days before the meeting. If membership of the organization exceeds five hundred (500) members, the meeting notice may be served by publication, in lieu of mailing, in the Gates-Chili News, or some other local newspaper designated by the executive board, once a week for
three (3) consecutive weeks next preceding the date of the meeting. Special meeting notices shall state the purpose of the meeting.

ARTICLE V
EXECUTIVE BOARD
OFFICERS

1. GENERAL POWERS: The affairs of the organization shall be managed by a five (5) member board of directors which shall consist of the elected officers of the organization. The board of directors is referred to in these bylaws as the "executive board." Each director (i.e., each member of the executive board) shall be a member of the organization and shall be entitled to one vote on the board. The Director of the Chili Public Library, or his or her designee, and a liaison from the Chili Public Library Board of Trustees shall serve as ex-officio members of the executive board. Ex-officio members of the executive board need not be members of the organization, nor shall they be entitled to vote.

2. ELECTION OF OFFICERS (EXECUTIVE BOARD): The officers of the organization shall consist of a president, vice president, treasurer, recording secretary and corresponding secretary, all of whom shall be elected by the membership at the annual meeting of the corporation. Unless he or she resigns or is removed from office, each officer shall hold office for a term of one year and until a successor has been elected and qualified.

3. TERM LIMITS. No person may serve on the executive board for more than three (3) consecutive one year terms, regardless of which office or offices a person holds during said three year period.

4. MEETINGS: Meetings of the executive board shall be held at least twice annually at such times as the executive board may determine, with notice given by the corresponding secretary or other officer, either personally or by mail, at a reasonable time before the date of such meeting. Upon reasonable notice to all members of the executive board, the president may call additional meetings of the executive board before programs, or whenever he or she deems said meetings necessary.

5. QUORUM: A majority of the executive board shall constitute a quorum. The ex-officio members of the board shall not be counted in determining a quorum.

6. REMOVAL: Any officer / executive board member may be removed for cause by vote of the members of the organization or by action of the executive board.

7. PRESIDENT: The president shall preside at all meetings of the executive board and all organization membership meetings. The president shall sign all documents in the name of the organization when authorized to do so by the executive board.
The president, together with such other officials as may be appointed by resolution of the executive board for that purpose, shall have the authority to sign checks. The president also shall perform all duties incident to that office and such other duties as the board may prescribe.

8. VICE-PRESIDENT: The vice-president shall perform the duties of the president in the event of his or her absence or inability to act. The vice-president also shall serve as an ex-officio member of each standing committee, except the nominating committee, and shall keep the president apprised of committees' actions and decisions. The vice-president shall perform such other duties as may be incident to the office or assigned by the president or the board.

9. TREASURER: The treasurer shall have general responsibility for the organization's funds and accounts and shall cause proper books of accounts to be maintained. The treasurer shall perform such other duties as may be incident to the office or assigned by the president or the board.

10. RECORDING SECRETARY: The recording secretary shall be responsible for recording attendance at meetings and to record the minutes of the executive board and organization member meetings. Copies of said minutes shall be kept on file at the Chili Public Library. The recording secretary shall perform such other duties as may be incident to the office or assigned by the president or the board.

11. CORRESPONDING SECRETARY: The corresponding secretary shall be responsible for giving all notices required by law or these by-laws, and for keeping the official membership roll which shall contain the names and addresses of all members of the organization and the date upon which they became members. The corresponding secretary also shall be responsible for conducting the correspondence of the organization and for publishing a membership newsletter to provide the membership and others with complete information as to the activities of the organization. The corresponding secretary shall perform such other duties as may be incident to the office or assigned by the president or the board.

ARTICLE VI
COMMITTEES

1. STANDING COMMITTEES / MEMBERS: Standing committees of the organization shall be the membership committee, the nominating committee, the program committee and the publicity committee. Each standing committee shall consist of one or more members of the organization who shall be appointed by the president and approved by the executive board. All other chairpersons will be selected by the committee members and approved by the executive board. Chairpersons shall serve for a period of one year or until a successor has been chosen.
2. MEMBERSHIP COMMITTEE: The membership committee’s primary purpose is to increase the membership of the Friends of the Chili Public Library, Inc. and to promote participation and support in the organization by the members. The membership committee also shall be responsible for maintaining a list of the membership of the organization consisting of each member’s name, address, telephone number (if available), initial membership date, renewal date and any other pertinent information; and for providing the corresponding secretary with an updated membership list at least sixty (60) days before each annual meeting, and at such other times as requested by the corresponding secretary.

3. NOMINATING COMMITTEE: The nominating committee shall make nominations for the officers and members of the executive board of the organization which nominations shall be submitted to the members of the organization with the notice of the annual meeting. If no notice of annual meeting is required under these bylaws, the nominations shall be submitted to the members of the organization at least twenty (20) days prior to the annual meeting. Members of the organization may make additional nominations from the floor at the annual meeting.

4. PROGRAM COMMITTEE: The program committee shall be responsible for planning proposed activities and projects of the corporation and submitting the proposals to the executive board for approval.

5. PUBLICITY COMMITTEE: The publicity committee’s duties shall be to inform the public of the goals and accomplishments of the organization; to promote the events sponsored by the organization; to provide promotional material such as brochures, news releases, etc., subject to the approval of the executive board.

6. OTHER COMMITTEES: The president and/or executive board may appoint such other committees, and their chairpersons, as the president and/or the board may deem necessary or advisable in order to effectuate the organization’s purposes. Members of these committees must be members of the organization.

ARTICLE VII
SEAL

The corporate seal for the organization shall be circular in form with the words, "Friends of the Chili Public Library, Inc." stamped, printed, or written around its perimeter and the words, "Corporate Seal, New York, 1995" across its face.

ARTICLE VIII
COMPENSATION

No director, officer, or member of the organization shall receive compensation for services rendered to the organization in any official capacity. Such persons shall be entitled to reasonable
compensation for services to the organization rendered in any other capacity and for reimbursement of expenses incurred on behalf of the organization.

ARTICLE IX
DISSOLUTION

Dissolution of the organization shall be effected in accordance with Articles 10 and 11 of the New York Not-for-Profit Corporation Law or such like provisions as may be in effect at the time of dissolution.

ARTICLE X
AMENDMENTS

These by-laws may be amended or repealed at any meeting of the members of the organization by the affirmative vote of a majority of the members. These by-laws may also be amended by an affirmative vote of a majority of the members of the executive board, with a report of all such amendments presented to the members at their next meeting.

ARTICLE XI
RULES OF ORDER

Robert's Rules of Order (latest revised edition) shall govern business meeting procedures as necessary.
Workshops.

501 c3

Information concerning the lobbying rights of organizations with a 501 c3 status was distributed to those present. I have included this information for those that were not present and each library director was given this same information. This raises some interesting questions!

OPEN FORUM

WEBSTER - will be having a literary contest. They asked for information from any group that might run a similar contest.

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OGDEN - Annual Meeting coming up on Monday, October 16.

NEXT MEETING DATE IS THURSDAY, MARCH 21, 1996 AT 7:00 P.M. AT THE BRIGHTON MEMORIAL LIBRARY MEETING ROOM. PLEASE MARK YOUR CALENDARS AND PLAN TO ATTEND.

GATES LIBRARY WILL HOST!

[Signature]
Per your request here is the advocacy article from The FOLIO.

LIBRARY ADVOCACY

'Legal Limits on Lobbying by Non-Profits'
by David J. Guy

As Friends organizations throughout the state continue to realize their lobbying potential, questions naturally arise about the extent to which Friends can advocate for libraries without jeopardizing their tax-exempt status. This article will serve as a general guide for Friends organizations to consider in planning their activities. Keep in mind that the legal requirements governing lobbying are very detailed and a Friends organization should therefore consult a tax counselor prior to making any major decisions that could jeopardize the tax-exempt status of their organization.

Most Friends organizations are set up as tax exempt public charities under Internal Revenue Code Section 501(c)(3), therefore they are commonly referred to as (c)(3) organizations. This provision provides

the greatest flexibility to Friends since the Friends themselves are exempt from taxes and their member's contributions are also tax-deductible. In exchange for these tax benefits, (c)(3) organizations basically agree to be subject to stringent prohibitions on political activity. That means that a Friends organization that engages in lobbying or participates in a campaign must do so knowing the boundaries of its allowable actions, and the potential consequences of its actions.

Candidate Endorsements

Friends organized as a (c)(3) may not participate, or contribute, or intervene (including the publishing or distribution of statements) in support or opposition of candidates for public office without jeopardizing their tax-exempt status. Although this clearly prohibits Friends from endorsing or otherwise supporting a candidate for office, it does not seem to preclude Friends from preparing a published report card rating elected officials on their votes regarding library matters.

Legislative Advocacy

There is not an absolute prohibition on lobbying activity by Friends, although there is a limit on the extent to which Friends can lobby. To determine this amount, Friends organizations must first elect whether to proceed under the substantial part test or the expenditure test.

The "substantial part" test applies to all organizations that do not file the proper I.R.S. form to proceed under the expenditure test discussed below. Section 501(c)(3) states that a charitable organization is exempt from taxation as long as no substantial part of its activities are...
opposing legislation. Legislation generally includes federal, state, and local government actions, as well as public action involving an initiative, constitutional amendment, city charter amendment, or similar procedure. Clearly this applies to the state legislature, a county Board of Supervisors, and a city council, but it is not clear whether actions by a Library District or a Joint Power Authorities governing libraries are legislation. Without a legal opinion to the contrary, it is probably best to assume that all actions by official government bodies are legislation.

There is no bright line formula to determine what constitutes a "substantial part" of the activities. Instead, a balancing of all of the facts and circumstances, including the percentage of the total budget spent on lobbying and the overall objectives of the organization and the expenditures are to be considered. The ambiguity of this provision led Congress to provide a way in which (c)(3) organizations desiring to engage in some lobbying activities could be assured that they would not lose their tax exempt status.

The result was the expenditure test, provided for in Section 501(h). To make this election a Friends organization simply needs to file IRS Form 5768. By electing to proceed under this test, Friends will have specified limits on their contributions made to lobbying. In other words, the "substantial part" standard is quantified by using expenditures as the measure of the activity. For example, Friends organization that have annual expenditures under $500,000 can spend up to 20% of their exempt purpose expenditures on lobbying. Importantly, if the Friends spend more than this 20% on lobbying, then the organization will not lose its tax exempt status, but will instead be taxed for that excess amount at the rate of 25%. This does not mean that a Friends organization can spend a substantial part of its efforts for lobbying, it only helps quantify the amount allowable and also gives flexibility by allowing an organization to pay taxes when its lobbying exceeds the permitted amount.

Going a step further, lobbying is classified as either direct or grass roots. Direct lobbying is any attempt to influence legislation by communicating with the legislative body. This also includes expenditures for ballot measures. Grass roots lobbying intends to influence legislation by affecting the opinions of members or the general public. If a Friends organization communicates with its members on legislation of direct interest to the organization, this is not lobbying, but if the communication urges the members to contact a legislative body, the activity is considered grass-roots lobbying. As previously mentioned, the total of all direct and grass-roots expenditures that are not subject
to tax must not exceed 20% of the expenditures, but additionally, the allowable levels of grass-roots lobbying without paying taxes is 25% of the amount allowed for total lobbying. As an example, if a Friends organization spends $10,000 in a given year for books and other library programs, then under the expenditure test, this organization can spend $2,000 (20%) total on all lobbying, and $500 (25% of $2,000) on grass-roots lobbying, without paying taxes. If the Friends then spent $3,000 on total lobbying, they would be required to pay $250 (25% of $1,000) in excise taxes.

Although this may seem complicated, it is very important that Friends organizations make their decisions with these laws in mind. If your Friends organization intends to spend a substantial part of its budget on lobbying or a particular campaign, then you might consider forming an organization separate from the (c)(3), such as a Section 501(c)(4) or a political action committee (PAC). This could potentially allow you to more actively promote libraries without jeopardizing the tax exempt status of the organization.

I encourage you to contact a tax counselor in your area if you have any detailed questions.

David Guy is President of the Friends of the Sacramento Public Library, a Director of the Sacramento Public Library Foundation, on the Board of the Friends of California Libraries and Chairman of Friends of the Library Advocacy Committee. He is involved with the Sacramento Commission of History and Science, the Sacramento County Historical Society and many other organizations. Mr. Guy is an Attorney and is Associate Council with the California Farm Bureau Federation.

For information about this article or about Friends of California Libraries please contact Stephanie Stokes, Editor, The FOLIO. Phone: (415) 749-0130 Fax: (415) 749-0735 E-mail: fclfolio@aol.com

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[Already at end of message]
FRIENDS COUNCIL MEETING
THURSDAY, OCTOBER 12, 1995
BRIGHTON LIBRARY MEETING ROOM

7:30 P.M. **

Introduction of those present

NLYA Conference
Fee
Workshops
Annual Meeting
Booth
Exhibits

Empire Friends
Officers
Workshop Video
Questions???

Open Forum

Please read attached material!!!

**Note - Time of meeting is changed to accommodate the “Service Beyond Measure Award” Ceremony being held that same night.
ATTENDANCE: Annette VonDohlen (Ogden); Anne Harrison (Scottsville); Judith Kharbas (Chili); Susan Swanton (Gates); Ula Kohl (Greece); Barbara Switalski (Greece); Kathy Gamlen (Greece); Cathy Hiler (Greece); Jack Geier (Brighton); Robert Mawn (Henrietta); Hilda Schmidt (Ogden); Linda Tague (Ogden); Marilyn Sergent (Webster); Kathy Nixon (Rundel Foundation); Paula Smith (MCLS).

Please excuse any misspelled names!

INTRODUCTIONS- Went round the table and everyone introduced himself or herself.

EXPANSION
Kathy Nixon, from the Rundel Foundation, came and gave a presentation covering the expansion of the Central Library. She showed us illustrations of the new facilities, gave us the intended timeline, explained the financial aspects and answered all our questions. Any further questions should be directed to Kathy Nixon at 428-7108. I have included the financial campaign forms for those libraries that were not present.

NYLA CONFERENCE
Annette covered the various aspects of the NYLA Conference here in Rochester, October 25 - 29.

All Friends Workshops will be held on Saturday, October 28. Registration Fee is $15 for that day. The Workshops cover ONE HUNDRED MORE IDEAS IN 100 MINUTES (Ideas for raising money); BIGGEST LITTLE BOOKSALE (everything you ever wanted to know about book sales); FOCUS ON FRIENDS (focus discussion groups covering a wide variety of Friends topics). The day concludes with a reception and cocktail party at 6:00 at the Hyatt Hotel.
ALL ARE URGED TO ATTEND ONE OR ALL OF THESE WORKSHOPS. ONE REGISTRATION FEE COVERS ALL.

If Friends are interested in attending the Exhibits (book vendors, technology vendors, security system vendors, etc. etc.), the Exhibits are held at the Riverside Convention Center on Thursday, October 26 and Friday, October 27. Fast Pass to get into the Exhibits only is $5.
NYLA Store is looking for volunteers to help out. If you are interested, contact Annette VonDohlen at 352-2141.

EMPIRE FRIENDS
Video covering the Starting and Revitalizing of Friends Groups will be available at the Friends Booth in the Exhibit Hall at NYLA.

If interested in joining the Empire Friends, stop by the booth or ask at any of the Friends
Workshops.

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**NEXT MEETING DATE IS THURSDAY, MARCH 21, 1996 AT 7:00 P.M. AT THE BRIGHTON MEMORIAL LIBRARY MEETING ROOM. PLEASE MARK YOUR CALENDARS AND PLAN TO ATTEND.**

**GATES LIBRARY WILL HOST!**
NEW YORK LIBRARY ASSOCIATION (NYLA) will meet in Rochester from October 25 - 29.

On October 28, the Empire Friends (NYLA Roundtable) will sponsor 3 workshops on various aspects of library "Friendship".

Workshop 1 - 10:00 a.m. - 12 noon - ONE HUNDRED MORE IDEAS IN 100 MINUTES. This is an update from last year's very popular program. These are a variety of ideas on ways to raise funds and/or market your library.

Workshop 2 - 2:30 p.m. - 4:00 p.m. - BIGGEST LITTLE BOOKSALE IN THE WORLD. Everything you want to know about book sales.

Workshop 3 - 4:30 p.m. - 6:00 p.m. - FOCUS ON FRIENDS. Small focus discussion groups will talk about starting or revitalizing Friends groups, lobbying and advocacy, programming, finances, grants, fundraising and newsletters.

All 3 Workshops will be held on Saturday, October 28. Registration for these events is on Saturday, October 28 at the Riverside Convention Center. The cost for the day is $15, which includes a reception and cocktail party at 6:00 at the Hyatt Hotel.

Members of ALL Friends Groups in Monroe County are urged to attend and support the workings of the Empire Friends. The workshops are always very well done!!

NYLA store is open while the conference is going on. They are looking for help to work in the store. If anyone out there (and I hope there are several!) would be interested, please give me your name, phone number and the days/hours you can work. The conference runs from 10:00 a.m. - 6:00 p.m. on Thursday 10/26, Friday 10/27, and Saturday 10/28. Many workers are needed and they are depending on the host area to supply some workers.

If you have any questions, please call me - Annette VonDohlen - at Ogden 352-2141.

Thanks!!!
To: Members of the Trustee Council

From: John Salisbury, President

Subject: Trustee Council Meeting

The February meeting of the Trustee Council will convene at:

Penfield Public Library
1985 Baird Road
Penfield, New York 14526
(Please see attached map for location)
Thursday, February 8th 1996 at 7:30 PM

Agenda

Call to Order

1. Approval of the November 9th 1995 meeting minutes
2. MCLS report - Paula Smith
3. Internet Update - Paula Smith
4. MCLS Legislative Committee report - John Salisbury
5. Evaluating Library Directors
6. Open Forum
DIRECTOR'S REPORT ***** October 17 - November 22, 1995

Circulation: October 1995 = 19,017   Fines: $2069.54
October 1994 = 18,064
            861 gain

Meetings & Activities:

10/18 - Librarians' meeting
       - Town Budget Workshop. Jim and I were there for part of the
         meeting.
10/20 - Staff meeting. Mary Paulk presented a program on Intergender
       Communication. Notes attached.
10/24 - Library Board Meeting
10/25 - Wyse terminals installed for Sean and me.
       - Librarians' meeting
10/25 - 10/28 - New York Library Association Conference at the
       Rochester Convention Center with some meetings held at the
       Hyatt.
10/31 - Joyce Cullum, corresponding secretary for the Friends of
       the CPL and a graduate student at SILS Buffalo, videotaped
       me for a class assignment. I talked about the formation of
       the Friends organization.
11/1 - Directors Advisory Council at RPL
11/6 - Community Service - 8 hours
11/8 - Friends Board Meeting to organize Publicity, Program and
       Membership committees
       - Carol and I attended the Reports Committee meeting at the
         Henrietta Library.
11/9 - Fourteen town library directors met at Chili for a stimulating
       four hour meeting. Ten of us had lunch at the China Garden.
10/10 - Community Service - 8 hours
10/15 - Jim Lechner and I met to review his notes from the day-
       long program at NYILA on Long-Range Planning.
10/16 - Six members of the Chili Garden Club met in the library to
       discuss plans for holiday decorating. I had asked the
       president, Alice Miller, if the Club would be interested
       in decorating the library and they enthusiastically agreed
       to undertake the project.
10/17 - Friends Board Meeting.
       - Community Service - 4 hours
10/20 - Community Service - 8 hours
10/21 - Community Service - 4 hours
       - Members of Lisa Coreo's Cub Scout Pack visited the library.
         I provided background on the library and its collections.
         Scott Melville demonstrated the KIDSCAT and answered questions.
         The boys worked on a timeline assignment and had lots of
         practice using the reference collection.

Personnel: Sarah Rygiel, a page and senior at the Gates-Chili
           High School, resigned to take on additional hours at
           Colombini's. Sarah volunteered during summers before
           being hired in September 1993. Page Supervisor Carol
           Fogarassy has hired Tracey Taylor to take Sarah's place.
           Last week Terry Spurling lost her brother Bernard.
           This week Susan Dunn's father passed away in Sharon, Pa.
           following an extended illness.
Call to order 6:58 p.m.

**PRESENT:** Randy Allen, John Collins, Rilla Crothers, Dave Harris, Jim Lechner, Megan Neumann, Dottie Pompa, Gary Squires, Liaison Jim Powers.

**AGENDA** amendments approved by consensus.

**MINUTES** of the October 24, 1995, meeting were approved by consensus.

**ABSTRACT OF BILLS, FINE AND PAYROLL RECORD:** Motion to approve abstract #32, dated November 28, 1995, for $16,190.79, by Rilla Crothers, second by Gary Squires, carried.

**COMMUNICATIONS:**
Letter from this board to the town board recommending reappointment of Randy and John.

**DIRECTOR’S REPORT:**
* The 1996 budget is on target at $384,642.00 ($3700 less than our request). There was a slight benefits change, and the equipment and media amounts were decreased.

* The blinds have been installed in Dottie’s office, the carpet (tiles) will be delivered on Friday for both entrances. The workroom carpet and the mat behind the circulation desk will be done in early December. The fax machine (889-5819) and the new Wyse terminal are in, the new shelving has not yet been delivered.

* A letter will be written to the Amerks acknowledging the success of the reading program they sponsored.

* Dottie explained a new copier proposal by Duplicating Consultants. They will put in a new machine, still supply all paper, toner, service, a certain number of free copies to the library and we will be responsible for counting the copies made and paying them for their share. The price per copy will increase to be in line with other area machines. This is slightly different than the agreement now in place, but does not seem to present any problems. A motion to accept this proposal was made by Randy Allen, seconded by Rilla Crothers was approved.
* Leo Roth will be asked to give us updated information about our HVAC system and cost for updating/replacing. Discussion on this matter was tabled until we have this information.

* Dottie spoke to us about discussions the county librarians are having regarding the Internet and access by patrons. All system libraries have access to a closed web (patrons can only access what we choose). Within six months we hope to have an open web, but there is concern about liability regarding kids/pornography. We need to have a policy in place soon.

* The circulation figures are way down because true circulation figures are not being counted by CARL/LIBRA. When we had the GEAC system it counted a book we checked out on the router system for our library and the library it was sent to. CARL/LIBRA does not do this, so we will start adding in the router figures ourselves.

COMMITTEE & OFFICER’S REPORTS AND RECOMMENDATIONS:

* John Collins gave a report on the latest Trustee Council meeting. He indicated that the Internet policy question was also discussed there. They also had a LIBRA update. The Rundel expansion will begin early in 1996 with completion in 1996-early 1997. The NYLA convention drew 1200-1300 people. the Fairport Library is expanding and will be closed for six weeks in the spring. The question of holiday decoration policies was discussed, and the consensus was that there were no real policies except for fairness to all.

* Randy reported on the Town Hall/Library Implementation Team. There was a meeting on November 21 (five people attended) of the Organizing Group—all information about this effort is supposed to be through the chairman (Donn Wilshaw). There was a discussion about moving the ballfields to Stryker Road or Black Creek Park. Each member of the Organizing Group sits in on a Focus Group meeting (Existing Facilities: Jay Widener; Ballfields: Cindy Cuthbert; Senior Citizens: George Bartnett, Gil Barone; Fundraising: Randy Allen, Dave Harris; Business People: Donn Wilshaw). Reports are due in to the Organizing Group on January 1, and to the Town Board in January.

* Dave and Dottie reported on the Friends group. Cindy Hohman is the publicity chairperson, and there has been discussion about membership building, fundraising, a program chairperson and membership chair.
* Jim Lechner attended and eight hour seminar/workshop given in conjunction with the NYLA convention. He indicated that it was very good, very worthwhile. Part of what he learned was that the planning group should be comprised of members of the staff, the board, and the friends group. The plan should be 1-5 years (which he knew). Also a community newsletter and community leadership was stressed for brainstorming and ideas.

OLD BUSINESS:
* No old business.

NEW BUSINESS:
* Dottie indicated that the starting salary for pages should be raised to $4.50, and that there should be an across the board raise of 4% for all staff members. This raise can be covered if we have no librarian subs, and there is some money available from other sources. This discussion was tabled until a later date.

* Please return the Director's evaluation to Randy within the next two weeks.

* Dottie recommended that 1996 holidays be January 1, May 26, July 4, September 2, November 27 (5 p.m. closing), November 28, December 24, December 25, and December 31 (3 p.m. closing). June 15 would be the last Saturday open in the summer, and September 7 would be the first Saturday open after summer. A motion by Gary Squires, second by Megan Neumann was approved.

ADJOURN:  Motion by Randy Allen, second by Megan Neumann was approved 8:56 p.m.

NEXT MEETING DECEMBER 26, 1995
5:30 P.M.

Respectfully submitted,

Megan L. Neumann, secretary
TRUSTEES COUNCIL OF THE MONROE COUNTY LIBRARY SYSTEM

THURSDAY, NOVEMBER 9, 1995
WEBSTER PUBLIC LIBRARY

The meeting was called to order by President John Salisbury at 7:38 PM.

Attendance (* indicates absence)

Brighton–Jack Pitlick
Brockport–*
Chili–John Collins
East Rochester–*
Fairport–Marylu Andrews
Gates–Russell Grasso
Greece–Dorothy Gabel
Henrietta–Tina Thompson
Irondequoit–Rey Grammer
Mendon–Paul DeTurock
MCLS–Paula Smith

Ogden–*
Parma–Earl Steffen
Penfield–Mary Ellen Collinge
Pittsford–Paul Marasco
Riga–*
Rochester–*
Rush–John Salisbury
Scottsville–*
Webster–Joyce Sciampo

1. President John Salisbury called the meeting to order, and began with approval of the minutes from the September 14, 1995 meeting. Motion for approval was made by Jack Pitlick, seconded by Marylu Andrews, and unanimously approved.

2. MCLS Report–Paula Smith

Libra System Update

A voice notification system is being worked on. There are daily reports on the progress of it. Progress is being made to work out the “bugs.” There's concern over the fact that answering machines, which don’t meet American standards, have sometimes “clipped” messages while they are being given.

Internet

There isn't any uniformity yet. More sites and links are being added to the web page. Presently, access is being given through the Wyse terminals from LIBRA.

Rundel Expansion

Demolition of the 155 South Avenue expansion site will take place as soon as the asbestos has been removed, (happening right now). Ground breaking was expected to begin at the end of December, or the beginning of January. Eight hundred thousand dollars needs to be raised in order to obtain a matching Kresge Foundation Grant.
3. **MCLS Legislative Committee Update—Paula Smith**

   This committee is working on their mission statement, (for details, see 9/14/95 Trustee Council Minutes). A NYLA postcard campaign is going on now to petition for more library funding. The committee’s next meeting will be December 1, 1995.

4. **NYSALB Conference Report—John Salisbury and Rey Grammer**

   Tina Thompson was elected to be on the Board of Directors for NYSALB, replacing Lillian Gordon.

   Rey Grammer and Paula Smith were presenters. Their presentation on Trustee Council was well received. It was discovered that there are only three such councils in all of New York state.

   Other attendees shared their experiences. Tina Thompson stated that she attended a session on what small rural libraries do to be more visible in their communities. Some of the ideas presented included creative funding ideas for association libraries. John Salisbury attended a session on issues of censorship. Among the issues discussed were whether or not a library should have a censorship policy, (there should be a policy in place), and what to do with a book when it comes up for review by a board. He mentioned that the internet will open up a whole new set of concerns in this area. Joyce Scioliino attended a session on “free” advertising for for-profit companies. One library gave out french fry coupons with its summer reading program. What did the library get out of it? (NOTHING!) Make sure that the company does something that will benefit the library if you use their promotional items. Paula Smith attended the farewell breakfast. Linda Wertheimer, the keynote speaker, was excellent.

   NYLA for 1996 will be in Saratoga Springs, and it will return to Rochester in 1997.

5. **Non Denominational Display Program Policies**

   John Salisbury stated that there is a big gap in policies among the county libraries. Mary Ellen Collinge stated that Penfield has used a multi-denominational display with Jewish, Christian, and African American themes.

   Rey Grammer stated that Irondequoit has a display policy, but that it is not specifically related to Christmas. In the 1995 New York state Trustee Handbook, item 6 addresses that topic.

   Jack Pitlick stated that Brighton does have a policy which is administrated by the library director. It states that library business comes first.

   Dorothy Gabel explained that Greece has put Christmas trees in each of its libraries, and has never had a problem or complaint. There is no written policy, things are decided on a case by case basis.

   Tina Thompson said that Henrietta displays both a Christmas tree and a
Menorah. Their policy doesn't specifically deal with holidays.
Paula Smith passed out copies of the Library Bill of Rights.

6. Open Forum

Fairport's library will be one hundred years old on November 14. There will be a birthday party that evening. Fairport will also be expanding its library. Construction starts at the end of November. The library will be closed for 6 weeks in February and March 1996. The expanded facility will be handicapped accessible.

Webster has hired Diane Koslowski, formerly of ILL and Business areas of RPL, as its new adult librarian.

Iroquois has had grant approval for construction, and a new roof has been started.

Brighton is trying to get a referendum passed for expansion. ("We haven't given up yet!")

Penfield raised about 15-16 thousand dollars from its most recent book sale. The sale, run by the Friends group, was a Tuesday-Saturday event.

Henrietta is trying to get a not-for-profit tax exemption for its library. The library has already decided to have a parent signature card for internet access for children.

Paula Smith mentioned to the Trustee Council that everyone should have received the new Trustee Handbook by now. There are also ongoing discussions about the new automation contract.

Pittsford recently received expenses for a consultant on expanding their library. Pittsford has also instituted Sunday hours. They were recently given a complimentary article in the Wolfe Newspapers.

Rush will be holding a referendum on December 7, to allocate funds for the purchase of land for a new library. Also, the part time library clerk has now become the full time boss! She ran for Rush Town Supervisor and won.

8. Next Meeting

The next Trustee Council meeting will be Thursday, February 8, 1996 at 7:30 PM. The meeting place will be Penfield Public Library.

The meeting was adjourned at 9:00 PM.

Respectfully submitted,

Russell Grasso
Secretary
To: Members of the Trustee Council  
From: John Salisbury, President  
Subject: Trustee Council Meeting  

The Thursday, November 9th meeting at 7:30 p.m. of the Trustee Council will convene at:  
Webster Public Library  
1 VanIngen Drive  
Webster, New York 14580  

AGENDA  

Call to Order  

1. Approval of September 14, 1995 meeting minutes.  
2. MCLS Report  
   LIBRA System Update  
   Rundel Expansion Status  
   Internet Status  
3. MCLS Legislative Committee Update  
4. NYSALB Conference Report  
5. Non Denominational Display/Program Policies  
   Bring copies of your library's policies for discussion.  
6. Open Forum  
7. Upcoming Meeting Topic - Evaluating Library Directors
Nov. 8, 1995

1. Empire Friends meeting - Judith
2. Activities/publications of regional Friends groups - Judith
3. New York Library Association Conference Friends meetings - Judith and Joyce
4. 100 Ideas - Judith & Joyce
5. Director's report - Dottee
6. Committee appointments
7. Program ideas
   Book Sale?
   February program
8. Newsletter
9. Membership acknowledgements

Nov. 17, 1995

Publicity - Cindy
   Logo (David Clark + two others)
   Membership card & acknowledgements
68 members
   Membership annual dates to be specified
   Megan re: 12/4 mtg. of Friends

Dec. 4, 1995    Recreational doesn't own
1) Quick Express software for newsletters
2) Page Maker
   (Scott Lewis suggested as a
   for macs and PCs)
   membership
   new members: Bruce Woulpert, Sally Leshner
   Bruce will chair. WC to arrange mtg.
   22 Ind. 43 Jan. 5 Org. = 70 members
Valentine's Day target readings
Bob Koehl April or May
Ann. Henry Chalmaur
major converter of Prog. Comm.

Town Bd. Resolution
endorseming friends

Dec. 15th 3pm Friends Mtg
Plan next program

Lifetime membership
Book Sale - permission to store
books now + conduct sale
later. Send info.

Membership period
Jan - Feb
Sept - Aug
acknowledgements

Empire $15 $35 membership
Tallahassee Friends of Libraries USA

Call Dave w/ next mtg.

Dec. 15 membership
Thank you & letters back
Ready for Johnson/ Set - up
Casey Ed
Woodley
Cuthbert
Judith Khozams

March 27
May 22
July 24
Oct. 23

Ed Casey
C-CASF
Curriculum
544-
1:30 - 9 p.m.

Sue
revolunteers for committees
Copy for newsletter by Jan. 15
Book Sale Committee needs to be formed.
MONROE COUNTY LIBRARY SYSTEM - ROCHESTER PUBLIC LIBRARY

To: DAC

From: Terri Bennett, MCLS Office

Subject: Beyond Basic Electronic Doorway Libraries

Date: November 9, 1995

Enclosed is the application form for the "Beyond Basic Electronic Doorway Library". I have enclosed a sample form as to what you should include.

I have also enclosed additional forms if your library has branches - one form must be filled out for each branch.

Please send back the completed and signed forms to the MCLS Office by Friday November 17.
ELECTRONIC DOORWAY LIBRARY APPLICATION FORM
(BEYOND-BASIC LEVEL)

This application form is included in Appendix B of The Electronic Doorway Library: Meeting the Information Needs of the People of New York State. The form is based upon the "Electronic Doorway Library Implementation Guidelines" as provided in Appendix A of the same document.

Library: SAMPLE
System:  

District (if school library):  
Signature:  

BEYOND-BASIC LEVEL EDL

Has an Internet connection? \( √ \ Y \_ N \)

Examples of additional beyond-basic services:

- Provide access to the library's holdings for users in other libraries statewide and for users from homes, work places, and/or other locations without a fee? \( X \ Y \_ N \)
- Use the services of a document delivery vendor? \( \not√ \ Y \_ N \)
- Offer information retrieval capability on the library's integrated system based upon ANSI/NISO Standard Z39.50? \( √ \ Y \_ N \)
- Use a navigational tool such as Gopher, WAIS, Archie, Veronica, and/or World Wide Web? \( \not√ \ Y \_ N \)
- Provide access to a community network? \( X \ Y \_ N \)
- Other advanced services offered by library? \( X \ Y \_ N \)
(Please describe at least one)

Full-text magazine index
Library's 'Friends' look beyond new facility

By Cindy Hollmann

You can never have too many friends...and the more the Chili Public Library has, the better the whole community becomes. The new group was officially incorporated on October 6 as a non-profit organization in the state.

David Harris, a member of the Chili Challenge Task Force, started the financial paperwork this spring after that committee recommended a new library building. Marcia Havens, a town project's attorney, volunteered to file the necessary legal documents.

"Even though one reason why this group was formed was because of new future facilities, the sole reason is not just to build a new library. This group will remain long after that issue is decided," said Library Board Trustee Randy Allen. He stressed that while the two groups will work together, the Friends would have a separate governing board and act independently of the trustees.

According to Harris, who is now treasurer, there are already 56 members and over $700 in a bank account. "We're off to a good start," he reported. Memberships are $5 for an individual, $10 for family and $25 for an organization. "We can accept those tax-deductible checks now," he said.

The organizers of the Friends have decided on five clearly defined goals--to create public support, intensify community awareness and library use, campaign for a new library building, sponsor programs and work for library legislation and appropriations.

Volunteers are needed to serve on the membership, publicity and program committees and can contact the library at 889-2200. "The membership committee obviously is the most crucial one now," said President Judith Kharbas, who works as an assistant librarian at the University of Rochester. "Early in November we hope to outline specific projects."

Other officers are Bruce Dunn, vice-president, Havens, recording secretary and Joyce Cullum, corresponding secretary. All will serve for one year and a nominating committee will present a ballot to members to decide next fall. Ex-officio members are Dorothea Pompa, the library's director and Megan Neumann, liaison from the trustees.

"Friends can enhance what the staff and trustees do by adding community and youth involvement," said Pompa. "In the first nine months of 1995 we added 900 new borrowers alone to the 15,000 we had last year. That's a very high proportion of residents that have a library card to the total town population."

Chili's library is the county's youngest, and Pompa is looking ahead to the 35th anniversary in October 1997. "Our number one challenge is to keep up with technology and we need more sophisticated equipment. We do have closed web pages on the Internet available on some computers and hope to have it on all of them within six months."

Many patrons however feel that the biggest challenge is simply finding a parking space or room to do work. "That is a weakness...our main need is for quiet work space not only for students, but for our staff, too," she said. "The parking is tedious at best."

This January, the Chili Challenge Task Force recommended that a new library, connected to a new town hall, be constructed on the baseball fields behind the current building. Councilman "Big" Jim Powers, liaison to the library, said that by early December that issue should be on an agenda item for action.
To: Dottie Pompa

From: Judith Kharbas

Dottie

Will this version do? Please either call or FAX changes to me.

Phone 275-4463
FAX 244-1358

When I have your approval, I'll send it to Cindy.
FRIENDS OF THE CHILI PUBLIC LIBRARY

Just what is an unusual, thoughtful idea for a teacher's present? Or sophisticated enough for business clients? And what could possibly impress a great-aunt who has everything?

A charter membership in the Friends of the Chili Public Library!

"Someone who gives a membership emphasizes how important books, technology, and cultural activities are for our community as well as the recipient," said Friends Board President Judith Kharbas.

The Friends were incorporated this October. "We already have about 60 members and will classify the first hundred as charter members," said Ms. Kharbas. "We're thrilled with the community support we've received and will continue to welcome new Friends."

Plans are underway for youth and adult programs, members' special events, and book sales. Funds raised by the Friends will provide additional equipment and library support.

According to Treasurer David Harris, memberships are tax-deductible. Membership levels are $5 for an individual, $10 for a family, and $25 for a business. Gift recipients do not need to be Chili residents. Membership forms are available at the Library or you may mail a check made out to the Friends of the Chili Public Library to the Library at 3235 Chili Avenue, Rochester 14624. Please be sure to include the name and address of the recipient and the name, address, and phone number of the person giving the gift. Acknowledgments will be sent to both.
Friends of the Chili Public Library
For Release: Now until 12/31/95
For Additional Information call:
Cindy Hollmann 426-8808

A Gift that Gives Three Ways

Thoughtful
Just what is a unusual, inexpensive idea for a teacher's present? Or sophisticated enough for business clients? And what could possibly impress a great-aunt who has everything?
A charter membership to the Friends of the Chili Public Library!
"Someone who gives a membership emphasizes how important books, technology and cultural activities are for the town as well as the recipient," said Board President Judith Kharbus.
The Chili library is the newest branch of the county system and more than 400 stop in every day.
The Friends officially started this October. "We already have about 60 members and will classify the first hundred as charter members," said Board President Judith Kharbus. "We're thrilled with the community support we've received."

Plans are underway for youth and adult programs, members' special events and book sales. Funds will provide additional equipment and library support.
According to Treasurer David Harris, memberships are tax-deductible and those made before the end of 1995 can be written-off on next year's taxes. Membership levels are $5 for an individual, $10 for a family and $25 for a business. Gift recipients do not need to be a Chili resident and a gift card will be mailed.

Dottie/Judith—Take a look at this. I don't know what special benefits a charter member would have but it sounds nice! I'll volunteer to send any cards out because I'm sure it won't be too many. We'll need to get this out soon because there's only 3 more issues before Xmas.
RESOLUTION #00X RE: FRIENDS OF THE CHILI PUBLIC LIBRARY

WHEREAS, The Chili Public Library offers all forms of media and programs to educate, inform and entertain hundreds of residents a day ranging from children and students to businessmen and retirees with limited staff, facility space, materials and budget.

WHEREAS, in October 1995, the Friends of the Chili Public Library was incorporated to support the library by sponsoring programs designed to add to the cultural life of the community, work for legislation and appropriation, intensify community awareness of services available and offer financial support.

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Chili officially recognizes the Friends, wishes them success and thanks them for their support.
nual fund-raising goal

S

the results will make a

years' annual

provided children's

p and other YMCA

our YMCA gave over

n to work and remain financially

The Gates-Child Family YMCA is

located at 40 Berman Park and offers

adult and youth sports, Indian Guides,

before and after-school care and camp

programs as well as child care. For

information, call 247-3501.

Charter memberships available with Friends of
the Chili Library

For this Christmas season, Chili

residents are being encouraged to think

of buying themselves or others a

membership in the newly organized

Friends of the Chili Public Library.

"Someone who gives a membership

emphasizes how important books,

technology, and cultural activities are

for our community, as well as the

recipient," said Friends Board President
Judith Kharbas.

The friends were incorporated this

October. "We already have about 50

members and will classify the first 100

as charter members," said Kharbas.

"We're thrilled with the community

support we've received and will continue

to welcome new friends."

Plans are under way for youth and

adult programs, members' special

events, and book sales. Funds raised by

the Friends will provide additional

equipment and library support.

According to Treasurer David

Harris, memberships are tax-deductible.

Membership levels are $5 for an

individual, $10 for a family, and $25 for

a business. Gift recipients do not need to

be Chili residents. Membership forms

are available at the Library or patrons

may mail a check made out to the

Friends of the Chili Public Library to the

Library at 3238 Chili Avenue, Rochester,

N.Y. 14624. Please be sure to include the

name and address of the recipient and

the name, address, and phone number of

the person giving the gift. Acknowledg-

ments will be sent to both.
MINUTES of the October 24, 1995 meeting

ABSTRACT OF BILLS, FINE AND PAYROLL RECORDS

COMMUNICATIONS
1. To the Town Board
2.
3.

DIRECTOR'S REPORT
1. 1996 budget
2. Equipment and carpet
3. Amerks program sponsorship
4. Photocopier
5. HVAC
6. 1996 Holidays
7. Interest
8.

COMMITTEE & OFFICER'S REPORTS AND RECOMMENDATIONS
1. Trustee Council - John
2. Implementation Team - Randy
3. Friends of the CPL - Megan
4. Long-Range Planning - Jim
5.
6.

OLD BUSINESS
1.
2.
3.

NEW BUSINESS
1. Staff salaries
2. Director's evaluation
3. Holidays
4.

Date of next meeting
FRIENDS OF THE CHILI PUBLIC LIBRARY

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to Cindy 11/29/95
FRIENDS OF THE CHILI PUBLIC LIBRARY, INC.

Meeting Minutes
December 2, 1995

Present: Judith Kharbas, Pres.
Bruce Dunn, Vice Pres.
Joyce Cullum, Corresponding Secretary
Dorothy Pompa, Director of the Chili Public Library
Meghan Neumann, Liaison from Library Board
Cindy Hollman, Publicity Chairperson
Marcia Havens, Recording Secretary
Jeanie

1. Publicity - Cindy brought in several logos done by Sheryl Beauchemin. In appreciation of her efforts, the Board agreed to give her a gift membership to the Friends, as well as a library tote bag. The Board considered all of the designs and chose the one set forth below:

For extra publicity, Cindy suggested that we ask the Chili Town Board to pass a Resolution in support of the Friends of the Chili Public Library, Inc. Cindy volunteered to write the resolution and get it to the Town Board for their next meeting.

We discussed purchasing some note cards and letter head with the new logo. Cindy is going to check for prices and report back to us at the next meeting. The Board agreed that the logo should be brown and the paper ivory to match the library’s stationary colors. We will also need cards to acknowledge new memberships. Joyce agreed to draft the acknowledgement card.

2. Newsletter - Cindy indicated that she does not have the computer software needed to do the newsletter - she needs word processing combined with the clip art and the page layout. Is there a way we can get access to such software?
3. Membership - Since Bruce was unable to find anyone willing to act as chair of the Membership Committee, Bruce volunteered to head the committee. He was able to get two other members to work on the committee, Doris Wolpert and Sally Lechner. He will set up a meeting with his committee, and they will work closely with publicity.

Joyce reported that we now have 70 members, including 22 individual memberships, 43 family memberships and 5 business memberships.

4. Program Committee - The Board agreed to work together to handle the programs since we were unable to find a program committee chair person. Shawn Gomjay, the Young Adult Librarian, and Jeannie Austin are both willing to work with us on programs. The Board discussed several program ideas. We decided to a program on Valentine's Day with poetry readings and music, all on the theme of love. Jeannie is going to work on finding people to read and Marcia is going to ask Rob Godling (CCHS Choral Director) if he has a vocal group that would be able and willing to sing. We agreed that the program should run from 7:30 to 9:00 p.m. and be held in the library.

For another program, we discussed asking Bob Koch to give a talk about local author, Henry Clune. Henry Clune died in October of this year. Bob and Henry Clune were good friends. Bob Koch is a frequent speaker on books, history and other topics. Marcia agreed to call Bob and see if he would be interested in doing such a program in September for the annual membership meeting.

The Board agreed that the first newsletter should be sent out about two weeks before the Valentine’s Day program so that the program can be advertised.

5. Empire Friends and the Friends of Library USA - The Chili Friends may wish to consider joining one or both of these organizations made up of other Friends groups. The Empire Friends dues are $35.00 per year. Joyce will bring in some information regarding the Friends of Library USA at our next meeting.

6. The meeting was adjourned and the next meeting scheduled for December 15, 1995 at 8:00 a.m.
To: Judith Kharbas, President  
Friends of the Chili Public Library  
Dottie Pompa, Library Director  
Dave Harris, Treasurer  

From: Cindy Hollmann  

I went through some catalogs I had and received a quote from the Community News yesterday. The board needs to decide what they want--some options, such as printed acknowledgment cards save the secretary time printing or writing each one, but is more expensive. Ditto for address labels--takes longer to stick one on each envelope, but saves money. Will newsletters be stuffed or just folded over? As far as press releases go, I would rather fax each from my modem and not even print one, so I don't need any letterhead.

Printing Sources  
CN=Community News  
BB=Business book (catalog)  
CI=Colorful Images (catalog)  
OM=Office Max  
None of the prices include sales tax.

Letterhead stationary/Business envelopes  
1) 500 letterhead/envelopes OM pg 215 $63.00  
   1000 letterhead/envelopes 126.00  
   No logo, just name and address  
   White with raised letters, choice of blue, red or black ink  

2) 500 letterhead/envelopes CN quote $171.00  
   1000 letterhead/envelopes 243.00  
   Logo & address, ivory  
   Prices includes one-time $25 set-up  

3) 500 letterhead/envelopes BB pg 17 $174.85  
   1000 letterhead/envelopes 239.85  
   Logo & address, ivory  

4) Box of white paper 1000 sheets OM $8.00  
   Box of #10 biz envelopes 1000 OM $10.00  
   Address labels 1000 plain BB $20.00  

The secretary could print off each page with the logo as needed or use the envelopes to stuff newsletters. White only.
Announcements/Notecards
1) 500 Announcements/1000 CN
   500 envelopes/1000
   Printed on one side, single panel, ivory w/logo
   (To be used as acknowledgments)
   Address printed on envelopes
   $ 92.00/139.00
   $ 71.00/113.00
   $ 25.00 set-up fee additional

2) 500 notecards/1000 CN
   500 envelopes/1000
   Fold-over, with just logo on the front, ivory
   Address printed on envelopes
   $ 85.00/140.00
   $ 71.00/113.00
   $ 25.00 set-up fee additional

3) 500 notesheets/500 envelopes/1440 address
   return labels CI (don't have info on shipping costs)
   Personalized border notepads (5" x 8.5"), no logo.
   choice of designs (but nothing "booky")
   Secretary would have to print/write each one up
   $139.50
December 11, 1995

Bruce Dunn chaired the first of the Friends of the Chili Library - membership committee. Present were:

Alice & Dick Miller
Ethel Mosher
Alex Kelly
Sally Lechner
Lorraine Louden
Dottie Pompa

Discussed: Purpose of the membership committee, which is to recruit members and promote participation and support for the library. It was stressed that we are not responsible for raising money for the building program.

The dues of the Friends will be collected annually. The monies from the membership fees will be used for the postage and for the sponsoring of events.

Discussed: Ideas for recruitment. Mentioned were mailings to homeowners, renters, and whatever mailing lists are available. We will also target groups such as service clubs. Alex Kelly will investigate mailing costs and alternative systems.

Dottie Pompa reported on the initial mailings of approximately 600 brochures. The present brochure will be updated with a new logo. An entertainment program will be Feb. 14, 1996 to publicize membership drive.

Committee next meeting will be Friday Jan. 12, 1996 at 9 A.M. at the library.

[Signature] Lorraine Louden
Friends Group Interview Questions

1. Why do so many libraries view and utilize Friends Groups as a fundraising activity for the library?

2. What are your hopes and dreams for the Chili Friends Group?

3. Why do so many library directors not know how to effectively utilize Friends Groups?
December 11, 1995

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Lorraine Louden
Dottie Pomaa

Judit & Kharbas

Dottie—That's this for an agenda for our meeting? I'll call you tomorrow (Thursday)
Friends of the Chili Public Library

Action notes for meeting of 12/4/95

Program

Valentine's Day readings and music
Feb. 14 in Library - 7:30 pm
Dottie and Sean Gagnier will propose readers. Marcia will talk to Rob at Churchville-Chili High School about music program
readings about 25 minutes
music about 20 minutes

annual meeting - Marcia will ask Bob Koch if he would be willing to speak
will check possible September meeting dates

book sale - Dottie will contact Faber Construction about donating space at Chili-Paul plaza for storage and for the sale
target August 1996 for sale perhaps in conjunction with Chili Fest

Board members will serve as Program Committee - Marcia will be convenor

Membership

Bruce will chair - has 4 committee members: Dick and Alicia Miller, Doris Wolpert, Sally Lechner
ideas discussed 12/4/: life memberships, letters to Chili politicians
Joyce will provide membership lists at next meeting

Publicity

Cindy and Marcia will draft a resolution of recognition of the Friends to be presented to the Town Council
Executive Board selected a Friends logo
Cindy will obtain prices for printing membership acknowledgments and letterhead

Next meeting

Agenda:

- plans for February 14 program
- book sale - site
- Friends logo and printing costs
- resolution to Town Council
- Bob Koch - speaker for Annual meeting
- Friends membership in Empire Friends and FOLUSA newsletter
- Membership term: July 1 - June 30
- Town Hall "dress-down day"
- meeting with Bill Kelly re purpose of Friends
December 13, 1995
FOR IMMEDIATE RELEASE
CHILI PUBLIC LIBRARY THANKS THE CHILI GARDEN CLUB

Crisp holiday decorations featuring red-bowed wreaths, garlands, swags and a Norfolk Island Pine in colorful bows, enhance the Chili Public Library throughout the month of December.

Under the leadership of President Alice Miller, members of the Chili Garden Club recently spent a morning getting the festive decorations in place.

Mrs. Miller, assisted by club members Georgiana Turner, Frances Mengel, Lucille Puglia, Rita Zapf, Jo Krzyzan and Chris Kosieracki stated "We were happy to provide the seasonal greens and other special touches for the library. Usually our members are busy in spring and summer caring for the flower gardens and shrubs near the library's entrance. It was a pleasure and a new challenge to be asked to coordinate the interior holiday decorations".

Plan to visit the library during December to savor the beauty that resulted from the work and expertise of members of the Garden Club.

#######
FRIENDS OF THE CHILI PUBLIC LIBRARY, INC.

Meeting Minutes
December 15, 1995

Present: Judith Kharbas, Pres.
        Joyce Cullum, Corresponding Secretary
        Dorothy Pompa, Director of the Chili Public Library
        Cindy Hollman, Publicity Chairperson
        Marcia Havens, Recording Secretary
        Shawn Gagnier - Young Adult Librarian

1. Publicity - Cindy drafted a Resolution which was passed by the Chili Town Board at its December 6th meeting - Copy of the Resolution is attached. Cindy also wrote an article suggesting gift memberships to the Friends of the Chili Public Library. The article was published in the Suburban News, the Gates-Chili News and the Community News. A copy of the article is attached to the minutes.

2. Marcia reported that Bob Koch will be able to speak at our September 25, 1996 annual meeting. He will talk for about 30 minutes about Henry Clune and will not charge any speaker fees for his appearance.

3. Dottie reported that the Chili employees will donate their "pot luck lunch" donations for the month of March to the Chili Friends of the Public Library. On Fridays, the employees have a pot luck lunch at Town Hall and donate to the charity of their choice the money they would have otherwise spent going out to lunch.

4. It was agreed that Dottie, Judith and Randy Allen would meet with Supervisor Bill Kelly to discuss the purposes of the Chili Friends. It was considered important for the Supervisor to understand that the Chili Friends has other purposes besides fund raising, and that the Friends certainly would not be able to raise the capital needed for a new library building. The commitment for a new library must come from the Town government.

5. Joyce brought in a proposed lay-out for cards to be used for acknowledging new memberships. The lay-out used the logo created by Sheryl Beauchemin and approved by the Board. We discussed some modifications of the lay-out and various printing options, such as thank you notes, note cards, letter head, etc. Cindy also presented the cost information which she had complied for various printing jobs. Her written report is attached. Dottie and Joyce volunteered to talk to Randy Allen about printing options. He may be able to help us getting the printing done for less money.

6. Cindy suggested that we give Sheryl Beauchemin a gift certificate from Wegmans in the amount of $25.00 as a thank you for doing the Friends logo - All present voted in favor of making the gift. Cindy will purchase the gift certificate and submit
the receipt for the same to David Harris for reimbursement.

7. February 14th program and newsletter - We discussed various aspects of the Feb. 14th program, including possible speakers, music, etc. The program will be advertised in the Friend's first newsletter. Also, Shawn agreed to make a sign for display in the Library advertising the program. Joyce and Cindy will work on a newsletter for mailing by the end of January. Anyone wishing to contribute to the newsletter should have the articles to Joyce by January 15th. Shawn requested that we try not to plan any future programs for the following dates: March 27th, May 22nd, July 24th and October 23rd. Shawn has programs planned for these dates in the Town Hall.

8. Membership term - Various membership terms were discussed, and it was agreed that the term should run from July 1st to June 30th. Membership renewals can be mailed in late spring, early summer. Hopefully, many people will renew their memberships at the book sale normally held in July.

9. Book Sale - Dottie reported that Bernie Iacovangelo could not make a commitment for the location of the book sale at this time. However, he will allow the Friends to store books at one of his property locations. He will meet with Dottie next week to look at various sites. The Library will continue to run the small book sale in the front lobby of the Library.

It was agreed that we need a book sale committee. Judith suggested that the some committee members meet with other Friends groups that have held book sales for some practical advice. A good person to talk with would be Sam Palma who helped run the Gates Friends book sale. Dottie suggested asking Mr. and Mrs. Delesky to chair the book sale committee. She will call them and ask. If they are interested, perhaps they can suggest other people that may be interested in working on the committee. The committee will need to work on the book sale through out the course of the year. They will probably want to pre-sort the books before the sale. Also, we discussed the difficulties in getting rid of unwanted books at the end of the sale. Someone suggested selling a bag of books for a dollar towards the end of the sale.

10. Membership - Dottie reported that Bruce had a good membership meeting. He has another meeting scheduled on January 12th at 9:00 a.m.

11. Due to the lateness of the hour, discussion of the Chili Friends membership in the Empire Friends and FOLUSA was deferred.

Meeting adjourned Next meeting to be held January 15th, 1996 at 8:00 a.m.
RESOLUTION #437  RE: FRIENDS OF THE CHILI PUBLIC LIBRARY

Offered by: Councilman James E. Powers  Seconded by:  SH

WHEREAS, the Chili Public Library offers all forms of media and programs to educate, inform and entertain hundreds of residents a day ranging from children and students to businessmen and retirees with limited, staff, facility space, materials and budget; and

WHEREAS, in October 1995, the Friends of the Chili Public Library was incorporated to support the library by sponsoring programs designed to add to the cultural life of the community, work for legislation and appropriation, intensity community awareness of services available and offer financial support;

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Chili officially recognizes the Friends, wishes them success and thanks for their support.
Gift idea for almost anyone

Just what is an unusual, inexpensive idea for a teacher's present? Or sophisticated enough for business clients? And what could possibly impress a great-aunt who has everything?

A charter membership in the Friends of the Chili Public Library, according to library representatives.

"Someone who gives a membership emphasizes how important books, technology and cultural activities are for our community as well as the recipient," said Friends Board President Judith Kharbas.

The Friends were incorporated this October. "We already have about 60 members and will classify the first hundred as charter members," said Kharbas. "We're thrilled with the community support we've received and will continue to welcome new friends."

Plans are underway for youth and adult programs, members' special events and book sales. Funds will provide additional equipment and library support.

According to Treasurer David Harris, memberships are tax-deductible. Membership levels are $5 for an individual, $10 for a family and $25 for a business. Gift recipients do not need to be Chili residents.

Membership forms are available at the library or you may mail a check to the Friends of the Chili Public Library at 3235 Chili Avenue, Rochester, 14624. Be sure to include the name and address of the recipient and the name, address and phone number of the person giving the gift. Acknowledgments will be sent to both.

Lights of Love brighten holidays

The Park Ridge Health Care Campus will become illuminated on Thursday, December 7 at 7 p.m. for the holiday season at the annual Lights of Love Ceremony. The Lights of Love has been an annual fundraising event for the Park Ridge Auxiliary since 1988. Lights may be purchased through the end of December in honor, in memory of a loved one.

Approximately 2,500 lights are illuminated outside of the Park Ridge Hospital main entrance. The flag poles at the Park Ridge Child Care Center, The Village at Park Ridge and Park Ridge Chemical Dependency, all located on the Health Care Campus, are also lighted.

For more information, contact the Park Ridge Auxiliary at 723-7182.

Crestwood seeking toy donations

Crestwood Children's Center, which provides outpatient, day and residential treatment for children, is seeking toy donations to fulfill the children's wishes. The staff, who work with the children on developing the personal skills that allow them to cope and succeed, having compiled a wish list for the community to fill.

The list is varied, but the items most asked for are Walkmans, walkie talkies, sports equipment, watches, sleds and board games.

Toys may be delivered to Crestwood Children's Center, 2075 Scottville Road, weekdays 9 a.m. to 5 p.m., between December 11 and December 20. The center asks only that the toys be received by December 20.

25 lbs. 50 lbs.

Choice $7.11 $13.37

Wreaths
Plain or Decorated
12" Decorated
on Stand
$12.99

OPEN DAILY 11-6 - SAT & SUN 10-5 • WE DELIVER
To: Judith Kharbas, President  
Friends of the Chili Public Library  
Dottie Pompa, Library Director  
Dave Harris, Treasurer

From: Cindy Hollmann

I went through some catalogs I had and received a quote from the Community News yesterday. The board needs to decide what they want--some options, such as printed acknowledgment cards save the secretary time printing or writing each one, but is more expensive. Ditto for address labels--takes longer to stick one on each envelope, but saves money. Will newsletters be stuffed or just folded over?

As far as press releases go, I would rather fax each from my modem and not even print one, so I don't need any letterhead.

**Printing Sources**
- **CN=**Community News
- **BB=**Business book (catalog)
- **CI=**Colorful Images (catalog)
- **OM=**Office Max

None of the prices include sales tax.

**Letterhead stationary/Business envelopes**

<table>
<thead>
<tr>
<th>Description</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) 500 letterhead/envelopes OM pg. 215</td>
<td>$63.00</td>
</tr>
<tr>
<td>1000 letterhead/envelopes</td>
<td>$126.00</td>
</tr>
<tr>
<td>No logo, just name and address</td>
<td></td>
</tr>
<tr>
<td>White with raised letters, choice of blue, red or black ink</td>
<td></td>
</tr>
<tr>
<td>2) 500 letterhead/envelopes CN quote</td>
<td>$171.00</td>
</tr>
<tr>
<td>1000 letterhead/envelopes</td>
<td>$243.00</td>
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<tr>
<td>Logo &amp; address, ivory</td>
<td></td>
</tr>
<tr>
<td>Prices include one-time $25 set-up</td>
<td></td>
</tr>
<tr>
<td>3) 500 letterhead/envelopes BB pg. 17</td>
<td>$174.85</td>
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<tr>
<td>1000 letterhead/envelopes</td>
<td>$239.85</td>
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<tr>
<td>Logo &amp; address, ivory</td>
<td></td>
</tr>
<tr>
<td>4) Box of white paper 1000 sheets OM</td>
<td>$8.00</td>
</tr>
<tr>
<td>Box of #10 biz envelopes 1000 OM</td>
<td>$10.00</td>
</tr>
<tr>
<td>Address labels 1000 plain BB</td>
<td>$20.00</td>
</tr>
</tbody>
</table>

The secretary could print off each page with the logo as needed or use the envelopes to stuff newsletters. White only.
December 21, 1995

Mrs. Dorthea Pompi
Chili Public Library
3235 Chili Avenue
Rochester, NY 14624

Dear Dotti:

This letter is regarding the heating and air conditioning system which serves the Chili Library.

As we have discussed in the past, the systems are nearing the end of their useful life. The equipment is original and is approximately 26 years old.

During the past few years numerous repairs and component replacements have occurred to allow the system to operate and satisfy your heating and cooling needs. We are concerned that the oil fired heating unit refractory may be nearing a point where repairs may not be able to be accomplished.

Currently the system is operating at an 80 percent efficiency, which is relatively good based upon today's standards.

In closing, I believe serious consideration should be given to long range planning for system replacement.

Sincerely,

LEO J. ROTH CORPORATION

[Signature]

Theodore P. Falkus
General Manager, Service Division

Mechanical - Sheetmetal - Plumbing - Roofing Contractors and Related Service Departments

1. Seller is not responsible for delays of delivery due to flood, fire, strike or conditions beyond the control of the seller.

Quotation subject to 30 day acceptance.

Jan. 17, 1996 HVAC replacement
Cost $35,000. If engineering studies needed for bid, add $5,000 - $10,000.
CHILI PUBLIC LIBRARY
LIBRARY BOARD MEETING AGENDA
December 26, 1995
5:30 p.m.
*please note time*

Mrs. Florence Goodwin - see Randy's letter

MINUTES of the November 28, 1995 meeting

ABSTRACT OF BILLS, FINE AND PAYROLL RECORDS

COMMUNICATIONS
1. To the Chili Golden Agers
2. To the Amerks
3.
4.

DIRECTOR'S REPORT
1. Photocopier
2. Chili Garden Club
3. Carpeting and equipment
4. December 1 staff meeting
5.
6.

COMMITTEE & OFFICER'S REPORT AND RECOMMENDATIONS
1. Implementation Team - Randy
2. Friends of the CPL - Megan, David, Dot
3.
4.

OLD BUSINESS
1. Director's evaluation
2.
3.

NEW BUSINESS
1. Encumbered funds - letter for Randy
2. Library card replacement - staff keep track - call
3. HVAC Replacement Cost for month - N/A
4. Employee Assistance Program - defer - New
5. Staff increments - Jan. effective
6. Holiday party - volunteers
7. Call Jim re: withdrawal 273-9128
8.

Date of next meeting
CHILI PUBLIC LIBRARY

LIBRARY BOARD MEETING AGENDA

December 26, 1995

5:30 p.m.

*please note time*

Mrs. Florence Goodwin - see Randy's letter

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6. Holiday party - volunteers
7. 
8. 

Date of next meeting
December 13, 1995

Mr. Henry E. Versluys, Treasurer
Golden Agers of Chili
40 Jensen Drive
Rochester, NY 14624

Dear Mr. Versluys:

On behalf of the members of the Chili Public Library's Board of Trustees and staff I wish to thank you and the members of the Golden Agers for your generous gift of $25.00 to the library.

We appreciate your interest in and support of the library and its programs.

May all of your members enjoy a healthy and happy 1996.

Sincerely,

Dorothea Pompa
Library Director
December 19, 1995

Mrs. Florence G. Goodwin
33 Laredo Drive
Rochester, New York 14624

Dear Mrs. Goodwin:

Thank you for your letter of December 11. The Board of Trustees will meet on Tuesday, December 26 at 5:30 p.m. Our meetings are always open to the public, however, as you have some concerns that you would like to address, I have put you on the agenda at the beginning of the meeting.

I have spoken briefly to the Director of the Library about the damaged book and you should be aware that the Board of Trustees does not normally get involved in the day to day operations of the library. Our scope is much broader - dealing with budgets, purchases and setting policy. However, when we have an unhappy patron, we are always eager to listen in an effort to keep problems of this nature from occurring again.

We look forward to seeing you on the 26th.

Sincerely,

Randy W. Allen
President
Chili Library Board of Trustees

RWA:ba
# CHILI LIBRARY BANK ACCOUNTS

Rochester Community Savings Bank  
Chili Library Memorial Fund  
Opening Balance $8462.38

<table>
<thead>
<tr>
<th>Date</th>
<th>Deposits</th>
<th>Amount</th>
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<tbody>
<tr>
<td>11/20/95</td>
<td>Booksale:</td>
<td>60.00</td>
</tr>
<tr>
<td>11/30/95</td>
<td>Interest:</td>
<td>52.36</td>
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<tr>
<td>12/22/95</td>
<td>Booksale:</td>
<td>75.00</td>
</tr>
<tr>
<td></td>
<td>Chili Golden Agers Donation</td>
<td>25.00</td>
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Closing Balance: November 28, 1995 - $8,522.38

<table>
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<th>Date</th>
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<tr>
<td></td>
<td>Closing Balance</td>
<td></td>
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<tr>
<td></td>
<td>December 22, 1995</td>
<td>$8,674.74</td>
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Chili Library Memorial Fund for Bertha Henderson  
Balance: $200.00

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<tr>
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<tbody>
<tr>
<td>05/31/95</td>
<td>Interest</td>
<td>6.10</td>
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<tr>
<td>08/31/95</td>
<td>Interest</td>
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<tr>
<td>11/30/95</td>
<td>Interest</td>
<td>1.30</td>
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Closing Balance: December 22, 1995 - $208.70

# CD Accounts

Chili Library Memorial Fund  
$10,270.34 - Maturity date: 03/12/96

Chili Library Memorial Fund for Bertha Henderson  
$5,850.80 - Maturity date: 03/13/96
THE FRIENDS OF THE CHILI PUBLIC LIBRARY  
(Marine Midland Bank Account)

<table>
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<tr>
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<tbody>
<tr>
<td>12/02/94</td>
<td>Opening deposit</td>
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<tr>
<td>02/01/95</td>
<td>Donation</td>
<td>50.00</td>
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<tr>
<td>07/24/95</td>
<td>Membership deposit</td>
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<tr>
<td>08/09/95</td>
<td>Membership deposit</td>
<td>30.00</td>
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<tr>
<td>09/06/95</td>
<td>Membership deposit</td>
<td>80.00</td>
</tr>
<tr>
<td>09/12/95</td>
<td>Low ledger service fee</td>
<td>(54.00)</td>
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<tr>
<td></td>
<td>($6 per month for low ledger balance)</td>
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<tr>
<td>09/25/95</td>
<td>Membership deposit</td>
<td>255.00</td>
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<tr>
<td>10/06/95</td>
<td>Membership deposit</td>
<td>210.00</td>
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**Closing balance October 06, 1996**  
$724.00

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<tbody>
<tr>
<td>10/23/95</td>
<td>Membership deposit</td>
<td>105.00</td>
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**Closing balance October 23, 1995 - $829.00**

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<tbody>
<tr>
<td>11/20/95</td>
<td>Membership deposit</td>
<td>105.00</td>
</tr>
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</table>

**Closing balance November 28, 1995 - $934.00**

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<tr>
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<th>Transaction</th>
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<tbody>
<tr>
<td>12/15/95</td>
<td>Membership deposit</td>
<td>120.00</td>
</tr>
<tr>
<td>12/22/95</td>
<td>Membership deposit</td>
<td>20.00</td>
</tr>
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</table>

**Closing balance December 22, 1995 - $1074.00**
December is a time for winding down children's programs and planning for next year. Since so many books are returned at this time of year, our shelves are overflowing. It is an excellent time for collection development. I also have more time to plan Toddler Time and Storytime sessions; choosing themes, books, rhymes and crafts for the coming weeks.

Programs:

Preschool Storytime ended on December 8th. We had a total of 274 children attend our sessions. I'd like to thank Vangie and Sean for assisting as storytellers.

Meetings:

A children's collection development meeting was held at Rundel on December 13th.

Personnel:

Lisa Cupo's last day was December 9th. She was an excellent Page during high school and became a fabulous addition to our desk staff while attending college. She will be missed.

Kelly Knapp has been moved from Page to desk staff to replace Lisa. She is another excellent worker and person and will be a welcome addition to the circulation staff.

Submitted by:
Michael McCullough
Children's Services