<table>
<thead>
<tr>
<th>Task</th>
<th>Total</th>
<th>% increase over 2003</th>
</tr>
</thead>
<tbody>
<tr>
<td>Door Count</td>
<td>165,277</td>
<td>4.4%</td>
</tr>
<tr>
<td>Items charged out</td>
<td>297,202</td>
<td>5.5%</td>
</tr>
<tr>
<td>Items returned</td>
<td>342,079</td>
<td>n/a</td>
</tr>
<tr>
<td>Hold requests placed</td>
<td>12,584</td>
<td>13.3%</td>
</tr>
<tr>
<td>Hold requests picked up</td>
<td>11,802</td>
<td>26.7%</td>
</tr>
<tr>
<td>Reference questions answered</td>
<td>23,822</td>
<td>8.6%</td>
</tr>
<tr>
<td>Number of programs offered</td>
<td>238</td>
<td>19.6%</td>
</tr>
<tr>
<td>(all ages)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Attendance at programs</td>
<td>6,308</td>
<td>16.9%</td>
</tr>
</tbody>
</table>
Call to order: 6:58 p.m.


Absent: Mary Sperr, Town Liaison

Guests: Charles Rettig

Minutes of the November 30, 2004 meeting were approved.

Abstract of Bills, Fines and Payroll Record: Motion to approve the abstract in the amount of $15,066.05 by Donna Stein, second by Glenda Melville, approved.

Approval of Agenda: Add new business, reappointment of James Lechner to another term as trustee.

Comments from guests: none

Comments from Board Liaisons: none

Comments from Friends representative: none

Directors Report:
- toys for tots & hats/mittens for Lewis street settlement are favorably received by patrons.
- D&C newspaper gave thumbs up for food for fines.
- Children’s programs in 2004 accommodated 6,000 kids.
- Katherine Patterson will attend future board meetings for cross training.

Committee Reports: none

Old Business:

2005 Budget: Meeting with Susan John was positive but non committal. Increase in NYS minimum wage will reduce available work hours, as budget will not increase. 3% wage increase will be provided. Discontinuing some subscriptions such as Value Line. Motion by James Lechner to eliminate Sunday hours effective January 2005, seconded by Donna Stein, approved. Saturdays will be reconsidered during the year. Budget committee to meet quarterly.

New Business:

Jim Lechner reappointed to another term as trustee. Motion by Glenda Melville, seconded by Megan Neumann, approved.

Comments from guests: Charles Rettig made favorable comments about the library & personnel.

Comments from Board Liaisons: none

Adjournment: The meeting was adjourned at 6:55pm (why is this in red?)

Next Meeting:
Tuesday, January 25th
7:00 p.m.
CHILI PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

Chili Public Library
December 21, 2004
6:00 p.m.
AGENDA

Board of Trustees: Ed Schuler (President), Jim Cuthbert, James Lechner, Glenda Melville, Megan Neumann, Susan Reeves, Donna Stein. Town Liaisons: Virginia Ignatowski, Mary Sperr. Library Director: Bernadette Foster

- Approval of minutes of November 30, 2004 meeting.
- Approval of abstract.
- Approval of agenda.
- Comments from Guests.
- Comments from Town Board Liaisons.
- Comments from Friends representative.

- Director’s report.
- Committee reports

- Communications.

- Old Business:
  1. 2005 Budget
  2.
  3.

- New Business:
  1.
  2.
  3.

Comments from Guests
Comments from Board Liaison
Date/Time of next meeting.
CHILI PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

Approved Minutes
November 30, 2004

Call to order: 6:58 p.m.


Absent: None

Guests: Jerry Brixner

Minutes of the October 26, 2004 meeting were approved with minor corrections.

Abstract of Bills, Fines and Payroll Record: Motion to approve the abstract dated 11/30/04 in the amount of $24,221.26 by Donna Stein, second by Susan Reeves, approved.

Approval of Agenda: Add #6 to New Business: Meeting with Susan John.

Comments from guests: Mr. Brixner stated that he was in attendance at the November 17 town board meeting where the preliminary budget was approved. The budget did include a 5.5% increase for the library. Mr. Brixner stated that the support of the town board for the increase was unanimous and he was pleased.

Comments from Board Liaisons: Ginny read a letter she received from Nicki Presley who complimented the library including the programs offered and the friendly, helpful staff.

Directors Report:
* Report on Income from the Coffee Café: Income for the time period of October 22 to November 22 was $237.40. To date, the start up costs for the café is $311.47. The café will remain in start up mode until January 1. Additional costs after that will be paid using funds from the Brian Furness Memorial Account.
* Food for fines: Fine collections were not significantly affected by the Food for Fines program. The library was able to make a sizeable donation of food to the food cupboard.
* Joe Carr recently replaced a water heater in the kitchen. This is the second heater requiring replacement and the remaining two will probably need to be replaced soon.
* Partitions: Bernadette had made a request to the Friends for some partitions for the library. The cost was estimated to be approximately $1,100.00. Sandy Roether located some used partitions at Kodak. They are being provided at no charge.
* The Buffalo/Erie County library, which is funded by the county, has announced that they are closing. This is the result of an 80% reduction in funding.
* The Orange County Library has announced that there will be no adults allowed in the children’s library.
* Retirement costs for 2004 that were budgeted to be $38,000.00 have turned out to be significantly higher. The actual bill is $45,000.00.

Report on Staff Meeting: Susan attended the last staff meeting and was very pleased at the amount of energy and teamwork displayed by the staff. She commented that they are highly interested in Community Service and appear to have great working relationships with each other.

Committee Reports:
Coffee committee: Jim Lechner stated that he would like to thank Ed Schuler and the library administration for their support of the Coffee Café.

Old Business:
2005 Budget: The 5.5% increase granted by the town leaves that Library Board with the difficult job of cutting the requested budget. The Budget committee will meet in order to review the budget and will return to the Library Board with their suggestions for cost cutting measures. Jim Lechner expressed the need for the library to contact our public officials to ensure that they are aware of this dire situation. Ed/Bernadette will meet to draft an introductions letter as well as a list of potential contacts. Letter and list will be presented at the next meeting.
Phone System Report: The results of the second phone survey were handed out. It was decided that in light of the proposed budget cuts, it did not make sense to pursue the addition of another line to alleviate the current problems, since it would be an additional expense.

New Business:
Part-time Benefits 2005: Motion to amend the personnel policy for one year to allow part time employees to roll over vacation by Megan Neumann, second by Donna Stein, approved.

Puppet Theater: The old puppet theater is too large to fit into the children's library. Bernadette requested permission to donate the theater to another library or children's program. Unanimous approval.

Children's services survey: Results of survey taken regarding children's services were distributed.

2005 closed dates: A listing of proposed closed dates for 2005 was circulated. Motion to accept listing of 2005 closed dates by Jim Lechner, second by Megan Neumann, approved.

2004 year end report: Bernadette distributed copies of the year end report that is due to the Town by December 15.

Meeting with Susan John: Jim, Ed and Bernadette are scheduled to meet with Susan John on December 13 at 2:00.

Comments from guests: Mr. Brixner stated that he made a request at the Nov. 3 Public Hearing on the Budget that a discussion between the library board and the Supervisor take place. He wondered if any discussion had taken place based on his request.

Adjournment:

Next Meeting:
Tuesday, December 21
6:00 p.m.
### MCLS Library Salary Benchmarking 2004

<table>
<thead>
<tr>
<th>Lib I</th>
<th>Brighton</th>
<th>Chili</th>
<th>Gates</th>
<th>Henrietta</th>
<th>Penfield</th>
<th>Pittsford</th>
<th>Webster</th>
</tr>
</thead>
<tbody>
<tr>
<td>Actual</td>
<td>39,855</td>
<td>34,125</td>
<td>34,098</td>
<td>31,731</td>
<td>37,792</td>
<td>32,936</td>
<td>42,868</td>
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<tr>
<th>Lib II</th>
<th>Brighton</th>
<th>Chili</th>
<th>Gates</th>
<th>Henrietta</th>
<th>Penfield</th>
<th>Pittsford</th>
<th>Webster</th>
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<tr>
<td>Actual</td>
<td>44,827</td>
<td>38,975</td>
<td>42,149</td>
<td>42,043</td>
<td>40,452</td>
<td>32,936</td>
<td>48,067</td>
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<table>
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<tr>
<th>Lib III / ASST Dir</th>
<th>Brighton</th>
<th>Chili</th>
<th>Gates</th>
<th>Henrietta</th>
<th>Penfield</th>
<th>Pittsford</th>
<th>Webster</th>
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<tbody>
<tr>
<td>Midpoint</td>
<td>44,495 - 57,847</td>
<td>32,136</td>
<td>n/a</td>
<td>n/a</td>
<td>47,248 - 59,852</td>
<td>33,030 - 56,152</td>
<td>47,399 - 60,537</td>
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<tr>
<td>Actual</td>
<td>52,005</td>
<td>16.48/hr.</td>
<td>n/a</td>
<td>n/a</td>
<td>53,178</td>
<td>44,591</td>
<td>53,968</td>
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</table>

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<th>Chili</th>
<th>Gates</th>
<th>Henrietta</th>
<th>Penfield</th>
<th>Pittsford</th>
<th>Webster</th>
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</thead>
<tbody>
<tr>
<td>Midpoint</td>
<td>67,870 - 79,164</td>
<td>50,000 - 65,000</td>
<td>n/a</td>
<td>n/a</td>
<td>72,014</td>
<td>54,696 - 69,286</td>
<td>46,030 - 82,864</td>
</tr>
<tr>
<td>Actual</td>
<td>74,647</td>
<td>57,500</td>
<td>n/a</td>
<td>n/a</td>
<td>61,560</td>
<td>62,442</td>
<td>65,147</td>
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<tr>
<td>Years of Service</td>
<td>18+</td>
<td>4</td>
<td>10+</td>
<td>3</td>
<td>10</td>
<td>10+</td>
<td></td>
</tr>
</tbody>
</table>

### Sr Lib Cl

<table>
<thead>
<tr>
<th>Lib Cl</th>
<th>Brighton</th>
<th>Chili</th>
<th>Gates</th>
<th>Henrietta</th>
<th>Penfield</th>
<th>Pittsford</th>
<th>Webster</th>
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</thead>
<tbody>
<tr>
<td>Actual</td>
<td>30,171</td>
<td>28,846</td>
<td>24,073</td>
<td>26,614</td>
<td>23,296</td>
<td>25,311</td>
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</table>

<table>
<thead>
<tr>
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<th>Brighton</th>
<th>Chili</th>
<th>Gates</th>
<th>Henrietta</th>
<th>Penfield</th>
<th>Pittsford</th>
<th>Webster</th>
</tr>
</thead>
<tbody>
<tr>
<td>Actual</td>
<td>25,046</td>
<td>19,500</td>
<td>23,384</td>
<td>21,908</td>
<td>22,990</td>
<td>18,638</td>
<td>21,138</td>
</tr>
<tr>
<td>Actual</td>
<td>27,597</td>
<td>16,470</td>
<td>21,671</td>
<td>17,413</td>
<td>13 staff, 20</td>
<td>19,090 (2)</td>
<td>apart</td>
</tr>
</tbody>
</table>
To: Chili Public Library  
Board of Trustees  

From: Bernadette Foster  

Re: Library Update  

November 2004  

Unique Management summary:  

During the past six months (May 1, 2004 – October 31, 2004) 90 Chili accounts have been sent to Unique Management for collection. $1,398 in cash was recovered through payment for fines and lost materials. Our payment to Unique for their services was $805. In addition $2,033 worth of library materials outstanding on these accounts were returned.  

November Staff meeting:  

On November 5, 2004 the Library staff held their first staff meeting from 9-11, while the Library was closed. Amazingly the staff has informed me that we received no (zero) complaints regarding this close!  

Holiday Party:  

The Library staff is planning their annual Christmas party for Board members, staff and volunteers. The party will be held in the Library’s multi-purpose room on Friday evening, December 17th. Invitations will be forthcoming.
CHILI PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

Chili Public Library
November 30, 2004
7:00 p.m.
AGENDA

Board of Trustees: Ed Schuler (President), Jim Cuthbert, James Lechner, Glenda Melville, Megan Neumann, Susan Reeves, Donna Stein. Town Liaisons: Virginia Ignatowski, Mary Sperr. Library Director: Bernadette Foster

• Approval of minutes of October 26, 2004 meeting.
• Approval of abstract.
• Approval of agenda.
• Comments from Guests.
• Comments from Town Board Liaisons.
• Comments from Friends representative.

• Director’s report.
• Report on Staff meeting - Susan
• Committee reports

• Communications.

• Old Business:
  1. 2005 Budget
  2. Phone System report
  3.

• New Business:
  1. Part-time benefits 2005
  2. Puppet theatre
  3. Children’s services survey
  4. 2005 closed dates
  5. 2004 end of year report
  6.

Comments from Guests
Comments from Board Liaison
Date/Time of next meeting.
CHILI PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
DRAFT

October 26, 2004

CALL TO ORDER: 7:05 p.m.

PRESENT: Ed Schuler, Jim Cuthbert, James Lechner, Glenda Melville, Megan Neumann, Susan Reeves, Donna Stein, Bernadette Foster, Virginia Ignatowski.

ABSENT: Mary Sperr

GUESTS: Jerry Brixner.

MINUTES of the September 28, 2004 meeting were approved.

ABSTRACT OF BILLS, FINES, AND PAYROLL RECORD: Motion to approve the abstract dated October 26, 2004 in the amount of $19,345.80 by Megan Neumann, second by Glenda Melville, approved.

APPROVAL OF AGENDA: Add #2 to new business, Key Library Card.

COMMENTS FROM GUESTS: Mr. Jerry Brixner complimented the library board on the format and content of the agenda. Mr. Brixner commented on the article in the Suburban News regarding the budget. He questioned how/who determined how many hours the library would be open, Bernadette responded that those hours were determined by the state as part of the library charter. The hours are determined based on population numbers. Without the state charter, there would be no state or county funds made available to the library.

DIRECTORS REPORT:

COFFEE CART: Bernadette expressed her gratitude to Leaf and Bean for all of their help and generosity towards the start up of the coffee cart. Their efforts on behalf of the library and the whole community are greatly appreciated.

CHILI LIBRARY PROGRAMS: Bernadette has received information from other libraries that participation in library programs (children’s, book discussion) is down. That is not the case in Chili; participation is growing at the Chili Library programs.

STATE GRANT: Application has been made for a grant for children with disabilities that would enable the library to have interpreters available for all of the children’s programs at the library.

TOWN has named Bonadio and Company as their new auditor.

GOVERNOR PATAKI’s veto of the budget will result in about 4 million dollars being cut from the budget which will make it very difficult for libraries across the state to fund many of the expenses that have arisen due to a 20% increase in library usage during the last 18 months along with a reading program that has doubled in size over the last five years. The libraries current state funding is based on a 1990 census, whose information is severely outdated.

Committee Reports: Coffee Committee: The coffee committee wishes to thank Bernadette for her support and help in making the coffee cart idea reality. Motion to add the names of Bill and William Scharvogel and their wives to the donor board in
recognition of their generous donations to the coffee cart by Jim Lechner, second by Megan Neumann, carried.

**COMMUNICATIONS:** None.

**TAX EXEMPT STATUS:** Performance evaluations are still in progress which has hindered efforts to complete this package.

**2005 BUDGET:** The budget has been submitted and rejected. Any help to respond to the town board regarding this would be appreciated.

**NEW BUSINESS:**

**MEETING WITH TOWN ATTORNEY:** Rich Stone reviewed the code of conduct and deemed it acceptable. The personnel policy is still in need of some work. Motions to form personnel policy committee (Ed, Megan, Susan, Bernadette) by Donna Stein, second by Glenda Melville, approved.

**KEY LIBRARY CARD:** MCLS in currently exploring the additions of key cards to be distributed with the new library cards.

**COMMENTS FROM BOARD LIAISON:** Ginny conveyed two questions from the Town Attorney regarding the budget regarding tuition reimbursement and the food for fines program.

**ADJOURNMENT:** Motion to adjourn the meeting by Megan Neumann, second by Glenda Melville, meeting adjourned at 8:40 p.m.

**NEXT MEETING**
**NOVEMBER 30, 2004**
**7:00 P.M.**

**DECEMBER MEETING:**
**DECEMBER 21, 2004**
**6:00 P.M.**
To: Chili Public Library  
   Board of Trustees

From: Bernadette Foster

Re: Library Update

October 2004

Computer upgrade:

The computer upgrade is 99% completed. 26 new computers, a server and a laptop have been installed. The most time consuming and difficult part of this upgrade was installing the new server. We have also upgraded from Windows 98 to Windows 2003.

Coffee Café:

Bill Scharvogel has been hard at work on the coffee café. He has spent several long evenings painting. He installed part of the coffee counter last night and the brewers have arrived. We are hopeful to have coffee available by early next week.

Upcoming dates:

November 3 – Public hearing on town budget 7:00 p.m.

November 5 – Library opens @ 11:00 a.m.

November 11 – Library closed
CHILI PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

Chili Public Library
October 26, 2004
7:00 p.m.
AGENDA

Board of Trustees: Ed Schuler (President), Jim Cuthbert, James Lechner, Glenda Melville, Megan Neumann, Susan Reeves, Donna Stein. Town Liaisons: Virginia Ignatowski, Mary Sperr. Library Director: Bernadette Foster

- Approval of minutes of September 28, 2004 meeting.
- Approval of abstract.
- Approval of agenda.
- Comments from Guests.
- Comments from Town Board Liaisons.
- Comments from Friends representative.

- Director’s report.
- Committee reports

- Communications.

- Old Business:
  1. Tax exempt status
  2. 2005 Budget
  3.

- New Business:
  1. Meeting with Town Attorney
     Code of Conduct
     Personnel Policy
  2.
  3.

Comments from Guests
Comments from Board Liaison
Date/Time of next meeting.
Call to order: 7:08 p.m.

Present: Ed Schuler, James Lechner, Susan Reeves, Donna Stein. Town Liaisons: Virginia Ignatowski Library Director: Bernadette Foster.
Absent: Jim Cuthbert, Glenda Melville, Megan Neumann, Mary Sperr
Guests: None
Minutes of the August 31, 2004 meeting were approved with minor corrections.
Abstract of Bills, Fines and Payroll Record: Motion to approve the abstract dated 09-27-04 in the amount of $14,932.66 by Donna Stein, second by Susan Reeves, approved.
Approval of Agenda: Add the following to Old Business: 1.) Tax Exempt Status 2.) Update Coffee Cart 3.) Update 2005 budget. To New Business add number 3.) Food for fines.
Comments from guests: No guests were present.
Comments from Board Liaisons: Will defer comments to discussion of Old business: Update 2005 Budget.
Directors Report:
* The new copiers have arrived. The staff copier is working fine. The public copier is awaiting delivery of a needed cable.
* The first new computer is here. Will start installation of new PC’s next Tuesday.
* To date, $2,500.00 has been donated to the Brian Furness Memorial fund. This fund will be used to support the coffee cart.
* Phone system update: Request was made to Chris Levy to have another 3 month study performed.
* MCLS will begin using a new library card in the beginning of February.
* Marvin Andrews, the current director of the Webster Library has announced his resignation to be effective at the end of January.
* The library has been experiencing some problems with the Adware/Spyware programs. It appears that a virus is being attached to e-mails that are coming from the Central Library Computers. All efforts are being made to resolve the problems.
* The Annual Friends meeting will be held on October 19. Elections of officers will take place at this meeting.
* The Friends are taking part in a “Donate your Car” fundraiser. Car is donated and auctioned off; library receives 50% of the proceeds.
* Denim day will be held on Thursday, October 7. Employees pay $5.00 to wear denim on this day, all proceeds are donated to Breast Cancer Research.
* Bernadette will be meeting with the town attorney next week to discuss the Personnel Manual/Code of Conduct.
* Four of the trees in the Literary Garden have not survived and are in bad shape. Grossmans will be replacing the trees.
At the town Department Heads Meeting information was shared that the State is currently performing audits on several of the town departments. If called on to be audited the library will
need to provide the following information to the auditors: 1.) Job Descriptions 2.) How-to instructions and 3.) Job efficiencies (ways to cut costs). Auditors have not yet visited the library.

Committee Reports:

Coffee committee: Jim and Bernadette met last week and developed an outline for start-up of coffee cart. Bernadette spoke to Chris Fein of the Gates Chili News, there should be an article in the 9/29 Gates Chili News. Bill Scharvogel took measurements of the coffee cart area last week. He also offered to have art work made for the area; library only needs to pay for supplies. Set up costs associated with start-up will be paid from the Brian Furness memorial fund. Wooden trash receptacles have been ordered. Will purchase cups/sleeves/lids from Leaf and Bean; Wall St. Journal, D&C and USA today have been ordered. Will display sign indicating that the Coffee Cart is coming soon and will also seek quotes for pricing signs.

Budget Committee: The budget committee has not had any feedback from the supervisor with regard to the proposed budget.

Communications: None

Old Business:

Tax Exempt Status: Kathryn is still working on application. Work stopped to facilitate writing of staff evaluations. Will add to agenda for next month.

Update Coffee Cart: See Coffee Committee report.

Update 2005 Budget: See Budget Committee report.

New Business:

ILL Proposal: MCLS has announced plans to increase the fee on Inter Library Loans to $5.00 per request. Motion to increase ILL fee per recommendation of MCLS to $5.00 per request to begin on October 1 by Susan Reeves, second by Donna Stein (3 yes, 1 no) carried.

Friends: Incentives for lifetime membership: Friends are exploring ideas to increase the amount of lifetime memberships. The library board is open to suggestions for incentives from the Friends.

Food for fines: Bernadette has requested that the library offer the food for fines program. The program allows for the removal of one library fine for every canned good that is donated. The program would occur sometime in November. Motion to permit the "Food for Fines: program by Jim Lechner, second by Donna Stein, carried.

Adjournment: The meeting was adjourned at 8:50 p.m.

Next Meeting:
Tuesday, October 26, 2004
7:00 p.m.
To: Chili Public Library  
   Board of Trustees  

From: Bernadette Foster  

Re: Library Update  

September 2004  

Staff Meetings:  

Staff meetings will be held on the first Friday of each month. The Library will open to the public at 11:00 a.m. Publicity is being sent to the local newspapers and signs will be posted throughout the Library. Meetings will alternate between circulation desk staff and the entire staff. These meetings are not optional for staff. I have asked that anyone who cannot attend a meeting advise me in advance. A list of these dates is included in your packet.  

Statistics:  

August 2004 circulation: 27,727 (+21%)  

August WiFi access: 17  

Credit card use (9/1/04-9/17/04):  
   Transactions: 21  
   Amount collected: $307.54  

Code of Conduct:  

As an update to our discussion at our last meeting, the revised code of conduct has not yet been adopted by the Board of Trustees. At the March 2004 meeting we agreed that this revision would be submitted to the Town Attorney for review. Ed and I hope to meet with the Attorney this fall to review this and several items affecting the Library.  

Story time update:  

Chestnut Ridge School has eliminated library from the ½ day kindergarten curriculum. In response to a large number of requests from the parents of the children affected, the Children’s room staff has amended the story time policies and times to accommodate these children.  

Public Restrooms:  
   Locks have now been installed on the public restroom doors.
CHILI PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

Chili Public Library
September 28, 2004
7:00 p.m.
AGENDA

Board of Trustees: Ed Schuler (President), Jim Cuthbert, James Lechner, Glenda Melville, Megan Neumann, Susan Reeves, Donna Stein. Town Liaisons: Virginia Ignatowski, Mary Sperr. Library Director: Bernadette Foster

- Approval of minutes of August 31, 2004 meeting.
- Approval of abstract.
- Approval of agenda.
- Comments from Guests.
- Comments from Town Board Liaisons.
- Comments from Friends representative.

- Director’s report.
- Committee reports

- Communications.

- Old Business:
  1. Tax exempt status
  2. Budget 2005
  3.

- New Business:
  1. ILL Proposal
  2. Friends: incentives for lifetime membership
  3.
  4.
  5.
  6.

Comments from Guests
Comments from Board Liaison
Date/Time of next meeting.
To: Chili Public Library  
    Board of Trustees  

From: Bernadette  

August 24, 2004  

Re: Computer lease renewal  

The Library currently has two leases for a total of 33 computers, 1 server and 1 printer. The total annual payment for these leases is $17,388. The larger of these two leases is expiring in October 2004.

We have been negotiating with DLI computers for a new 3 year lease. The new lease proposed by DLI is for 33 computers, 1 laptop, and 1 server. I am recommending that we combine these two leases so that we have one common expiration date. This eliminates disruption to the library and also provides a common operating system for the entire network. The new payment would be $17,096, a savings of $292 per year.
CHILI PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

Chili Public Library
August 31, 2004
7:00 p.m.
AGENDA

Board of Trustees: Ed Schuler (President), Jim Cuthbert, James Lechner, Glenda Melville, Megan Neumann, Susan Reeves, Donna Stein. Town Liaisons: Virginia Ignatowski, Mary Sperr. Library Director: Bernadette Foster

- Approval of minutes of July 27, 2004 meeting.
- Approval of abstract.
- Approval of agenda.
- Comments from Guests.
- Comments from Town Board Liaisons.
- Comments from Friends representative.

- Director’s report.
- Committee reports:
  - Coffee committee
- Communications.

- Old Business:
  1. Telephone system
  2. Long Range Plan
  3.

- New Business:
  1. Copier Lease
  2. Computer Lease
  3. Policies:
    * Out of County Cards – New policy
    * Dress Code – updated policy
  4. Staff meetings
  5. CD Renewal
  6.

Comments from Guests
Comments from Board Liaison
Date/Time of next meeting.
CHILI PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

Location: Webster Public Library
July 27, 2004
6:30 p.m.
AGENDA

Board of Trustees: Ed Schuler (President), Jim Cuthbert, James Lechner, Glenda Melville, Megan Neumann, Susan Reeves, Donna Stein. Town Liaisons: Virginia Ignatowski, Mary Sperr. Library Director: Bernadette Foster

Tour of Webster Public Library @ 6:30 p.m.

- Approval of minutes of June 22, 2004 meeting.
- Approval of abstract.
- Approval of agenda.
- Comments from Guests.
- Comments from Town Board Liaisons.
- Comments from Friends representative.

- Director’s report.
- Standing Committee reports:
  - Budget
  - Long Range Planning Committee
  - Coffee

- Communications.

- Old Business:
  1.
  2.

- New Business:
  1. Long Range Plan
  2. 2005 Budget
  3. Policies:
     * Out of County Cards – New policy
     * Dress Code – updated policy
  4.

Comments from Guests
Comments from Board Liaison
Date/Time of next meeting.
To: Chili Public Library
    Board of Trustees

From: Bernadette Foster

Re: Library Update

July 2004

Agenda:

The Long Range Plan has been updated by the planning committee. In addition, as part of our effort to revise the policy manual, two policies have been updated. All of these documents are included in the packet for your review and are on the agenda for discussion and vote.

Summer Programming:

Children’s programming for the summer has been an overwhelming success. To date, 600 children have signed up for the on-going summer reading program. In addition to the summer reading program, the library offers weekly programs for which registration is required. These include tie dying, craft programs, a pet show and Library Olympics. 50 children attended a program with “Corduroy” last week. Special thanks to Richard Gagnier for playing the Corduroy character. The programs we have run this summer have filled up within the first hour of registration. The Children’s room staff has responded wonderfully to the demand, offering additional sessions whenever possible. The success of these programs is the result of hard work and dedication on the part of the entire staff.

Staff:

Maureen Eich, who has been a library assistant with us for the past four years, has resigned. Her last day with the library was July 18.

Statistics:

June statistics show a 10% increase in circulation over June of 2003. The library circulated 24,833 items and answered 1,612 reference questions. 13,472 patrons visited the library.
CHILI PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
Approved Minutes
June 22, 2004

Call to order: 7:03 p.m.


Absent: Mary Sperr.

Guests: None

Minutes of the May 25, 2004 meeting were approved with minor changes.

Abstract of Bills, Fines and Payroll Record: Motion to approve the abstract dated 6/22/04 in the amount of 10,993.49 by Megan Neumann, second by Glenda Melville, carried.

Approval of Agenda: Approved with no changes.

Comments from guests: No guests were present.

Directors Report:
* The June 29 concert in memory of Carol O’Connor will include dedication of a bench for the literary garden. Photos of the plaque that will be installed on the bench were distributed.
* The Churchville-Chili Boy Scouts will be selling water at the concert.
* There was an incident involving a utility truck that was driving on the access road next to the literary garden. A visiting parent was upset that children were playing near the area where the truck drove by. Children at play signs have been installed in the area.

Standing Committee reports: The Budget Committee will be meeting on June 23. The Long Range planning committee has a draft that is very close to being completed.

Communications: Thank you note from members of the Penn Yan library for the tour of the library.

Old Business:

Discussion: “Is your library legal?” Discussion of the very useful information that was contained on the disc that was supplied at the seminar.

New Business:

Approval to pursue non-profit status for Library (501C3): Motion to discuss approval by Jim Lechner, second by Donna Stein. Kathryn has been pursuing information regarding non-profit status. This status provides benefits in applying for grants. Approval process generally takes 6 months to a year. It is unknown how many public libraries are “non-profit”.

Friends meeting with Carol Nersinger: The visit went extremely well. Carol had many positive comments about the Friends, library and staff (great attitude, forward thinking) and was very impressed with the number of Chili representatives that attended the meeting.

Schedule visit to Webster Public Library: Bernadette requested that a tour be scheduled for the Webster Library. It was decided to request a tour and permission to hold the next meeting at the Webster Library. Time of meeting would be changed to 6:30. Bernadette will confirm by e-mail.

Coffee in the library – Discussion: Motion to approve discussion of coffee cafes in libraries by Jim Lechner, second by Susan Reeves, carried. A survey by Bernadette revealed that most libraries do allow coffee, 3 or 4 have coffee available. Discussion to allow covered beverages, costs associated with allowing coffee (cleaning, trash, etc). It was decided that a small
committee consisting of: Jim Lechner, Bernadette and Jim Cuthbert will meet to collect more information. The committee will report their findings at the next meeting.

Visit from the Penn Yan Library Staff and Building Committee Update: The group was given a 31/2 hour tour of the library. This group is currently trying to evaluate whether to add-on to their existing library or to build a new building. They were impressed with the library and were very grateful for the opportunity to tour the library.

Adjournment: The meeting was adjourned at 7:58 p.m.

Next Meeting:
Tuesday, July 27, 2004
Webster Public Library
6:30 p.m.
To: Chili Public Library
    Board of Trustees

From: Bernadette Foster
    Library Director

Re: Library Update

May 2004

MCLS Budget Update:

In an update to the MCLS budget, the Director has now been notified that no increase will be forthcoming from the county for 2005. MCLS officials had indicated that an 8.2% increase was needed for maintenance of effort budget. As a result, the central library is now projected to be closed on Saturdays and Sundays in the summer after July 1. Staff layoffs are expected. In addition, cuts will be made to MCLS system services.

MCLS Director:

A reception will be held on May 27th from 5:30-7:00 at the Kate Gleason Auditorium at the Rochester Public Library. All trustees, staff, friends and volunteers are welcome to attend.

Web site:

The 2003 annual report to the community is now on the web site.

Computer Lease:

We have begun the processing of soliciting bids to renew/upgrade the lease of 25 of our computers. The current lease expires in October 2004.
**Call to order:** 7:02 p.m.

**Present:** Ed Schuler, Jim Cuthbert, James Lechner, Glenda Melville, Megan Neumann, Susan Reeves, Donna Stein. Town Liaisons: Mary Sperr, Library Director: Bernadette Foster. Friends representative, Nancy Stein.

**Absent:** Virginia Ignatowski

**Guests:** None

**Minutes** of the April 27, 2004 meeting were approved with corrections.

**Abstract of Bills, Fines and Payroll Record:** Motion to approve the abstract dated 5-24-04 in the amount of $19,816.38 by Megan Neumann, second by Jim Lechner, carried.

**Approval of Agenda:** Add to Old Business #2 – Security Update

**Comments from guests:** No guests were present.

**Comments from Friends representative:**
* The Friends Council of Monroe County will be holding a reception for the new MC Library director on June 15 at 7:00.
* The Friends have agreed to support a Wal-Mart grant for purchase of a laptop computer.
* Current balance is $8,953.72
* Currently there are 217 members and 22 lifetime members
* The Friends will be presenting the following concerts: On June 29th, in Memory of Carol O’Connor, the concert will feature Kimball, Collins, Canning and Bolt. On July 21, John Hopf and Band will be playing and on August 18, the Smugtown Stompers will return.
* On behalf of the Friends, Curt Amesbury is taking over the recycling effort of laser toner and ink jet cartridges.
* The Book Sale was another success; amount raised is not yet available.

**Directors Report:**
* RE: Publicity, Natalie Hanson has left the Gates-Chili News, Chris Fein has returned, Bernadette has had conversations with Chris regarding all the changes at the library, wireless network, new hours etc.
* Policies: Copy of policy was distributed.
* WIFI: is operational, e-mails will be switched tomorrow
* Carpets will be cleaned on Saturday 7/17
* Power Outage: revealed that some of the emergency lighting was not fully operational. Joe call will be checking all of the light. Some possible causes are that batteries need replacing and/or charging. Bernadette will inquire about adding lighting to the maintenance contract and will also see if the housekeeping crew could begin monthly checks.
* Wal-Mart Grant: The $15,000.00 grant that the library had applied for was awarded to a school, but Bernadette was pleased to find out that the library was submitted as an applicant for a “bonus” grant that Wal-Mart awards.
* The Summer Reading brochure will be distributed to Churchville-Chili elementary students.

**Standing Committee reports:** The budget committee has held two meetings. Prioritizing staff wages for 2005. Discussing where the security update should appear in the 2005 budget (line item?).

**Communications:** Letter written to Joe Carr to thank him for his assistance with work space changes and the installation of new water heaters for the library was shared with board members.

**Old Business:**

**Review of Sunday Hours:** Bernadette distributed data and charges regarding Sunday Hours.

**Security Update:** The Budget committee will be updated after conversation with Tracy takes place.

**New Business:**

**Is your Library legal:** Susan and Ed attended a seminar on this subject specifically the Patriot Act/Internet filtering. Learned that some aspects of the Patriot Act will expire in the Fall of 2005.

**Carol O'Connor Memorial Concert:** Invitations will be send to current/past Town Board members as well as former Board of Trustee members. Will e-mail a reminder to Board of Trustee members. Ed will look into possible fund raiser (sale of bottled water by the Boy Scouts)

**Comments from board Liaison:** Mary announced that Carol O’Connor received the Special Recognition award from the Gates Chili Chamber of Commerce. Mary attended the Defibrillator course offered at the Town Hall. Three library employees also attended the course. At the present time, there are only two keys to the defibrillator (Diane O’Meara and Dan Kress) but Mary will look into getting a key for the library to be used when the Town Hall is closed. Another course will be offered on June 22, and at the present time there is still one slot open.

**Adjournment:** The meeting moved into executive session at 7:58 p.m.

Next Meeting:
Tuesday, June 22, 2004
7:00 p.m.
CHILI PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

May 25, 2004
7:00 p.m.
AGENDA

Board of Trustees: Ed Schuler (President), Jim Cuthbert, James Lechner, Glenda Melville, Megan Neumann, Susan Reeves, Donna Stein. Town Liaisons: Virginia Ignatowski, Mary Sperr. Library Director: Bernadette Foster

- Approval of minutes of April 27, 2004 meeting.
- Approval of abstract.
- Approval of agenda.
- Comments from Guests.
- Comments from Town Board Liaisons.
- Comments from Friends representative.

- Director’s report.
- Standing Committee reports.
- Communications.

- Old Business:
  1. Review of Sunday hours
  2. 
  3. 
  4. 

- New Business:
  1. “Is your Library Legal?”: handouts
  2. Personnel: Executive session
  3. 
  4. 

Comments from Guests
Comments from Board Liaison

Date/Time of next meeting.
New Business
Curt agreed to set up a recycling program for laser/toner cartridges and cell phones. He will also take over the ink jet recycling program from Jeanne.

Book Sale Discussion
The Board agreed to decide at its July meeting whether/when to have a summer mini-sale. In the meantime Phyllis will be asked to save all books that might be suitable for a sale. Alex and Nancy will get together to document book collection procedures. Judith will submit a note to the Gates-Chili News seeking organizations that might like to have leftover books at the end of the sales.

The next Board meeting is scheduled for Monday June 7 at 5PM and the following meeting will be Tuesday, July 13 at 5PM.

The meeting adjourned at 6:10 PM.

Judith Klarbas, Recording Secretary
5/23/04
### CHILI PUBLIC LIBRARY
#### 2004 BANKING

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<td>K. C. Fahy-Harvick - Plantings and halogen lights for Literary Garden. Payment combined with Friends payment of $494.85 for bill total of $735.</td>
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<td>ASI- modulux - Donor Board and 48 plaques for Library Board meetings</td>
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<td>Marisa A. LaSpina - Secretarial services for</td>
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<td>Reimburse J.Lindsey for book purchased with remaining money from J.Cross donation of</td>
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**KH Commission**

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**Cards/bookmarks 20% of price**
CHILI PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

April 27, 2004
7:00 p.m.
AGENDA

Board of Trustees: Ed Schuler (President), Jim Cuthbert, James Lechner, Glenda Melville, Megan Neumann, Susan Reeves, Donna Stein. Town Liaisons: Virginia Ignatowski, Mary Sperr. Library Director: Bernadette Foster

- Approval of meeting minutes from March 23, 2004
- Approval of abstract
- Approval of agenda
- Comments from Guests
- Comments from Town Board Liaisons
- Comments from Friends representative

- Director’s report — Budget
- Standing Committee reports — Budget
- Communications

- Old Business:

1. Roadrunner
   a. Connection
   b. E-mail accounts
   c. Wireless Access
2. Credit/Debit card use
3. 

- New Business:

1. Banking: Fee for returned checks
2. 2004 Budget — quarterly update
3.
4.

Comments from Guests
Comments from Board Liaison

Date/Time of next meeting.
To: Chili Public Library  
Board of Trustees

From: Bernadette Foster  
Library Director

Re: Library Update

April 2004

Building:

Joe Carr replaced two hot water heaters in the library: one for the kitchen and one for the staff bathrooms. I was very appreciative of the time and effort Joe took to expedite this, including come in early on a Saturday morning before the library staff arrived.

Friends:

The Friends of the Chili Public Library book sale raised $3,800. The feedback on this year’s sale was terrific. Many of the book sale patrons commented that it was the best organized book sale they had attended. Approximately 50 boxes of remainders where given to the Hamlin Public Library and the Rundel Foundation for their upcoming sales.

Staff/Volunteers:

Staff will be celebrating Earth Day on April 19 with a “dress down” day. Any staff member willing to spend their break or lunch time improving the library/grounds may dress down that day. Also April 21 is the annual volunteer appreciation luncheon. The library has 10 very dedicated and hardworking volunteers who contribute over 2,000 volunteer hours per year to the library.
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Opened 8/22/01

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Opened 03/13/00

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<th>Balance</th>
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<td>1/2/04</td>
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<td>K. C. Fahy-Harvick - Plantings and halogen lights for Literary Garden. Payment combined with Friends payment of $494.85 for bill total of $735.</td>
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<td>ASI- modux - Donor Board and 48 plaques</td>
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<td>Marisa A. LaSpina - Secretarial services for Library Board meetings</td>
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<td>1/7/04</td>
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<td>Reimburse J. Lindsey for book purchased with remaining money from J.Cross donation of 10/28/03</td>
<td>17.31</td>
<td>150.94</td>
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<tr>
<td>1/8/04</td>
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<td>71.94</td>
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<td>1/28/04</td>
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<td>Internet Transfer</td>
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<td>1/28/04</td>
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<td>Baker &amp; Taylor Books - Carol O'Connor Memorial book purchase - Inv. 2012322238 &amp; 2012280895</td>
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3/23/04
# 2004 Book Sale Deposits/Educational Withdrawals

(These deposits shown previously)

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<tr>
<th>Deposit</th>
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<td>11,538.93</td>
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<td>1/21/04</td>
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3/23/04
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<th>Variance</th>
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<td>1,050.69</td>
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<td>369.65</td>
<td>290.00</td>
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<td>6,700.00</td>
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<td>413.35</td>
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<th>Balance</th>
<th>1st Qtr</th>
<th>January</th>
<th>February</th>
<th>March</th>
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<tr>
<td><strong>Personnel</strong></td>
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<td>Expended</td>
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<td>1st Qtr</td>
<td>January</td>
<td>February</td>
<td>March</td>
</tr>
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</table>
Call to order: 7:05 p.m.

Absent: Jim Lechner, Susan Reeves, Mary Sperr
Guests: No guests present.

Ed Schuler introduced and welcomed Donna Stein as the newest member of the Library Board of Trustees.

Minutes of the February 24, 2004 meeting were approved with minor corrections.

Abstract of Bills, Fines and Payroll Record: Motion to approve the abstract dated 3/23/04 in the amount of $21,322.40 by Jim Cuthbert, second by Megan Neumann, carried.

Approval of Agenda: Add to New Business #3 Debit Card for payment of library fines and #4 Review of policy and procedure manual.

Comments from Guests: No guests present.

Comments from Town Board Liaison: Ginny reminded the board members that a letter should be sent to the Town Board regarding the appointment of Donna Stein to fill the term vacated by Paul Shoop. The next Town Board meeting is April 14. There has been some confusion over the submission of the approved meeting minutes to the Town Board. It was determined that Bernadette would be responsible for submitting the minutes to the Supervisors office.

Directors Report: Bernadette presented an article that was written about Arlene Potter. Arlene was responsible for establishing the library fund. She will be remembered for her generous contributions to the library. The MCLS recently held a staff exchange day. On this day, staff is allowed to switch libraries for the day. Bernadette was pleased to find out that the most often requested library to visit was the Chili Library. Although no Chili staff switched places for the day, we did have visitors from some of the other libraries. The Friends book sale had over 300 boxes of books donated. Bernadette is having discussions with the Friends regarding holding a concert in Carol O'Connor's memory. Bernadette is hoping to have the concert sometime in June, and will do a presentation at that time to her family. The literary garden will be opening on May 1. The children's librarian
has added the services of a deaf interpreter to help at children's story hour. The library will advertise that the interpreter is now available. The sleepover that was cancelled last year due to the ice storm is in the process of being replanned.

**Standing Committee Reports:** No reports submitted.

**Communications:** Letter from Water Authority regarding recent water main break. Letter regarding Security incident.

**Old Business:**
**Minimum NYS Standard for Libraries:** The library is now being forced to meet the standard for minimum number of hours the library is open. This standard can be met by opening the library at 9:00 a.m. instead of 10:00 a.m. Motion to approved change in opening time from 10:00 a.m. to 9:00 a.m starting June 1, 2004 by Jim Cuthbert, second by Megan Neumann, carried.

**Roadrunner:** Bernadette presented costs and service breakdown for installation of WAN system. After much discussion, item was tabled until next months meeting to give the board members and opportunity to revies the information.

**New Business:**
**Library Security:** Recommendations from Officer Campanella including the following: 1.) The code of conduct for the library must be enforced and it should be noted that the library reserves the right to ask anyone not observing this code to leave the library. 2.) Cameras should be installed. A prior walk thru done at the library revealed at least two areas of concern. 3.) Monitors for the cameras should be installed at the circulation desk. 4.) Door chimes should be installed on the door leading to the Town Hall, the exit to the literary garden and the hallway leading to the restrooms. Ed also met with a Security Firm and submitted quotation for installation of cameras and monitors.

**Revised Code of Conduct:** Revisions made to the Code of Conduct will be submitted to the Town Attorney for approval.

**Holiday Closings:** Motion to approve the following days as closings: Monday after Christmas and New Years Eve day by Jim Cuthbert, second by Donna Stein, carried.

**Debit/Credit Card for payment of library fees:** Many requests have been made by patrons to add this service. Board members agreed to review this next month after more statistics from other libraries are gathered and submitted.

**Review of policy/procedure manual:** Policy needs updating. It was agreed that Bernadette and Susan would meet to review changes necessary, and that any changes or updates would be reviewed with the Town Attorney.

**Adjournment:** Meeting was adjourned 8:48 p.m.

**Next Meeting:**
**Tuesday, April 27**
CHILI PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

February 24, 2004
7:00 p.m.
AGENDA

Board of Trustees: Ed Schuler (President), Jim Cuthbert, James Lochner, Glenda Melville, Megan Neumann, Susan Reeves. Town Liaisons: Virginia Ignatowski, Mary Sperr. Library Director: Bernadette Foster

- Approval of minutes of December 15, 2003
- Approval of agenda
- Comments from Guests
- Comments from Town Board Liaisons
- Comments from Friends representative

- Director's report

- Old Business:
  1. Insurance
  2. Board of Trustees Vision Statement Committee Report
  3. Trustee Selection Committee Update Committee Report
  4. Carol O'Connor Memorial Fund
  5.
  6.

- New Business:
  1. Election of Officers
  2.

Comments from Guests
Comments from Board Liaison

Date/Time of next meeting.
CHILI PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
FEBRUARY 24, 2004
UNAPPROVED MINUTES

Call to Order: 7:03 p.m.

PRESENT: Megan Neumann, Glenda Melville, Ed Schulier, Jim Cuthbert, Susan Reeves, Bernadette Foster, Town Liaisons, Ginny Ignatowski and Mary Sperr, Friends Representative, Alex Kelly.

ABSENT: Jim Lechner

GUESTS: Tracy Logel, Town Supervisor, Kathryn Patterson, Librarian

MINUTES of the December 16, 2003 meeting were approved.

ABSTRACT OF BILLS, FINES AND PAYROLL RECORD. Motion to approve the abstract dated February 23, 2004 in the amount of $10,403.00 by Jim Cuthbert, second by Megan Neumann, carried.

APPROVAL OF AGENDA: Delete Old Business #2. Add to New Business #2 Y/FYE. Motion to approve revised agenda by Jim Cuthbert, second by Megan Neumann, carried. (Jim Cuthbert requests that next months agenda include Standing Committee reports. Megan Neumann requests that Communication Section be added to next month agenda).

COMMENTS FROM GUESTS: Tracy Logel explained the role of the new Committee to the Library Board of Trustees. Instead of having one liaison, there will now be a committee made up of Ginny Ignatowski and Mary Sperr. It is her intention that the committee will create more involvement and better communication to the Town Board.

COMMENTS FROM TOWN BOARD LIASONS: Mary Sperr complimented the new train set in the children’s room and asked who donated it. The train was purchased from the Carol O’Connor Memorial Fund.

COMMENTS FROM FRIENDS REPRESENTATIVE: Alex gave thanks to Megan Neumann for her help in acquiring the new storage space for the donated books for the book sale. The book sale will begin on March 25, 2004 and the Friends hope to make approximately $3,000.00 from the sale. The Churchville-Chili High School Singing Saints will be performing Sunday in the Multi-Purpose room. The crowd at their last performance reached approximately 180 people. At the last meeting, The Friends allocated $2,000.00 for children’s library programs ($1,000.00 for summer programs). Current membership is 190 and the Friends are hoping to increase this to 200. There are now 20 lifetime members.

DIRECTORS REPORT: Bernadette distributed the Programming Budget. Also reported another successful Hat/Mitten drive, this year four boxes of hats and mittens were delivered to the Lewis Street Settlement. UMS (Unique Management System), the collection agency used by the library, has lowered the threshold for collections to $35.00. Bernadette reported on the new MCLS computer system that will soon be in place. The System will have many new
OLD BUSINESS:

1.) INSURANCE: Memo received from Eric Vail that the insurance for the Literary Garden is now in place.

2.) TRUSTEE SELECTION COMMITTEE UPDATE: The committee's reports that three excellent candidates had been interviewed. They recommended that one of them, Donna Stein be nominated to replace Paul Shoop who had been appointed to fulfill the term vacated by John Collins. Motion by Megan Neumann to appoint Donna Stein to serve out the term vacated by John Collins and Paul Shoop, second by Glenda Melville, carried.

3.) CAROL O'CONNOR MEMORIAL FUND: A total of $1,000.00 was contributed. Of that, $527.00 was spent on the train set for the Children's room, $150.00 for the bench and $323.00 for historical children's fiction books. A letter will be sent to Carol's family to inform them that a presentation of the gifts will be made at a concert during the summer.

NEW BUSINESS:

1.) ELECTION OF OFFICERS: Megan Neumann moved to maintain the current slate of officers: Ed Schuler, President, Glenda Melville, Vice-President, Jim Cuthbert, Secretary and Jim Lechner, Treasurer. Unanimously approved.

2.) Y/FYE. Bernadette explained the wireless network offered by Roadrunner at no charge to libraries. This wireless network would allow people to utilize their own laptop computers in the library. There would be an initial equipment cost to utilize this service, which could probably be defrayed with grant money. Some other considerations to make would be to open an hour earlier every morning and to allow coffee. The early opening would not create any additional staffing needs and would help the library fulfill state regulations for the library's hours. The Board members requested that Bernadette check with other libraries to see what services they offer along these lines. Will discuss at next meeting.

ADJOURN: Board members moved into executive session at 8:45 p.m.

Next Meeting:
Tuesday, March 23
7:00 p.m.
CHILI PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

January 27, 2004
7:00 p.m.
AGENDA

Board of Trustees: Ed Schuler (President), Jim Cuthbert, James Lechner, Glenda Melville, Megan Neumann, Susan Reeves. Town Liaison: Virginia Ignatowski.
Library Director: Bernadette Foster

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• Director’s report

• Old Business:
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• New Business:
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Comments from Guests
Comments from Board Liaison

Date/Time of next meeting.