Meeting Minutes, Chili Public Library Board of Trustees Meeting - APPROVED
January 22, 2008

Board of Trustees:   Ed Schuler (President), Glenda Melville (Vice-President), James Lechner (Treasurer), Charles Havens (Secretary), Judith Kharbas, Christina Reece, James Myers
Library Director: Jeff Baker
Town Liaison:  Michael Slattery, present.

President Schuler convened the meeting at 6:04 PM. Mr. Lechner absent.

Mr. Schuler welcomed Supervisor Dunning who was in attendance.

Approved minutes of  December 18, 2007 meeting by six in favor, none opposed.
Approved abstract: $10,701.20 by six in favor, none opposed.
Approved the meeting agenda with the addition of an Executive Session for consideration of the revised CPL Personnel Policy.

Communications

Guests/Public:
Mr. Rettick: complements to Mr. Baker concerning improvements to the CPL web site.

Town Board Liaison:
None.

Friends Representative:
None.

Director’s Report – January 2008

Board, Director, Public Officials and Guest’s discussion as noted.

General Information:

Year on year growth noted: circulation +5%, door count +2%, reference requests +4%, programs +10% and program attendance −4%. The decrease in program attendance was driven by rain on the two largest outdoor programs of the typical year – the concert and the equipment display.

Discussion on availability of Town space for additional programs: Mr. Dunning indicated there would be an effort to better utilize town resources for the library and other Town entities. Discussion of Library and Recreation Department cooperation on programs: Mr. Baker meeting with Mr. Curley to pursue.

• CPL Reference and Circulation Staff Meeting – Friday, February 1st at 9:00.
• **Friends of the CPL Board Meeting** – Tuesday, February 12th at 6:30 pm – Glenda Melville to attend.

• **CPL Full Staff Meeting** – Friday, March 7th at 9:00 – Glenda Melville to attend.

• **CPL New Web Site Address (www.chililibrary.org):** To make it easier for patrons to remember how to get to our library's website, we have registered a new domain name, resulting in the new web address: [www.chililibrary.org](http://www.chililibrary.org). Patrons can still access our library homepage by using [www.libraryweb.org/chili](http://www.libraryweb.org/chili).

• **CPL Director’s Blog:** The director has created a director’s blog as another way to communicate with the community regarding library events and activities, and advances in the library field. Patrons can access the CPL Director’s Blog by visiting the library's homepage.

• **CPL Staff News Blog:** The library has created a blog only accessible to staff so they can communicate with each other and keep up to date on changes in policies and procedures at the library.

• **Staff Picks:** Staff Picks is a new feature on the library’s homepage. With Staff Picks, the library staff offers suggestions of material new and old owned by the library for patron’s reading and listening enjoyment. The list is updated regularly.

• **Library Board on the CPL Webpage, and Gates-Chili Post:** The new Library Board photo is now on the CPL webpage and was in the Gates-Chili Post.

• **Passport Services Program:** CPL in conjunction with the town and the Monroe County Clerk’s Office ran a successful Passport Services for the Community program on January 16, 2008. 90 individuals registered. We are looking to have this program on a quarterly basis.

**Follow Up Items:**

• **Multipurpose Room** - There is now heat in the Multipurpose Room. It is activated when the ceiling vent is opened. The temperature is set for 70 degrees. The work was done by Monroe Piping and is paid for by the town.

  *Observation that the room is still relatively cool on very cold winter days such as the day of the meeting. There may not be much more than can be done but Mr. Baker to pursue with the Works Department.*

• **Susan John Visit** - Susan John visited the Chili Public Library January 12, 2008. She read three stories to children in the library’s Storytime Room for our Winter Stories program. Supervisor David Dunning was also present.

**Memorial Fund Request:**
- The Director’s request for items to be purchased through the Memorial Fund:

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
<th>Justification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adobe Creative Suite</td>
<td>$480</td>
<td>Three site license for web and brochure creation.</td>
</tr>
<tr>
<td>Book Truck</td>
<td>$250</td>
<td></td>
</tr>
<tr>
<td>Shelving in Children’s</td>
<td>$500</td>
<td>Additional stack space.</td>
</tr>
<tr>
<td>CD/DVD Cleaner</td>
<td>$2,495</td>
<td>Existing unit is past end of life.</td>
</tr>
<tr>
<td>DVD Player</td>
<td>$100</td>
<td>Children’s area</td>
</tr>
<tr>
<td>Laminator</td>
<td>$270</td>
<td>Existing unit is past end of life.</td>
</tr>
<tr>
<td>Children's Pillows</td>
<td>$50</td>
<td>Existing are torn.</td>
</tr>
<tr>
<td>Craft Oven</td>
<td>$75</td>
<td>Children’s programs</td>
</tr>
<tr>
<td>Train Accessories</td>
<td>$75</td>
<td>Replacement</td>
</tr>
<tr>
<td>Children's Magazine Display</td>
<td>$150</td>
<td>Additional space.</td>
</tr>
</tbody>
</table>

**Total** $4,445

This request is to use the Memorial Fund for these nonrecurring items in consequence of the Town’s 2008 appropriation deleting these items from the Library budget. Mr. Lechner was consulted and he agreed that these are an appropriate use of the Memorial Fund.

The expense request was approved by the Library Board six in favor, none opposed.

Ms. Kharbas asked Mr. Baker to prepare a press release to acknowledge the generosity of the Memorial Fund contributor’s.

Mr. Baker also noted that the Friend’s have indicated willingness to support Young Adult Program expenses that were unfunded in the 2008 appropriation.
State News:

- Public Library Construction Grant - Public libraries in New York State may now apply for a Public Library Construction grant for projects that will take place from July 2008-June 2010. Any project would have to start June 2009 at the latest. The deadline for submission of 2008-2011 applications for the Public Library Construction Grant Programs (both the $14 million capital program [if funded for 2008] and the $800,000 annual, ongoing program) from the public library systems to the State Library will be Friday, September 12, 2008. This due date takes into full consideration the amount of time necessary for the various required levels of application review.

Discussion: Given that the library is undersized and is seeing continuing growth, the proposal in the 2008 Town budget to pursue library space planning at the Town level was welcomed by the Library Board as an alternative to a Library Board funded analysis. The Town’s task force for capital planning including library space planning has not been created at this point. The Library Board expressed their sense of urgency relative to this planning process as it may be necessary to compete for the State funds such as the ones above in order to implement any short term remedies. Mr. Dunning and Mr. Baker will discuss in their next regular meeting.

Additional discussion on the Governor’s initial budget request that will potentially negatively affect the current MCLS cost sharing structure starting in 2009.

System News

- The Monroe County Library System is arranging visits to the state legislators in order to advocate for System fund increases in the State Budget. Assemblymember Susan John’s appointment is 2 p.m. on February 7, 2008 at her local district offices (840 University Avenue). MCLS has asked the library directors and trustees who live in her district if they could be available to meet with her. These meetings usually last one hour or less.

Mr. Myer’s will attend.

Committee Reports

Budget

Mr. Baker:
• He will schedule a budget committee meeting as soon as practical to discuss the proposed hiring of a full time young adult librarian.
• A summary of 2007 expenses will be needed to assess the unspent accumulated appropriation. The Senator Alesi $7,500 grant check has been issued. The Representative John’s $50,000 grant was not posted in the Dormitory Authority web site as expected – Mr. Baker to pursue. With that, the 2007 surplus would be on target for the $35,000 projected in December.
• Bids requested to complete the 2007 financial audit.

**Personnel**

The revised personnel policy was presented to Library staff – issues raised were discussed by the Board in Executive Session as a personnel issue.

**Long Range Planning**

None.

**Grants**

Mr. Baker: requests to Representative Johns and Senator Alesi have been submitted.

**Old Business**

Mr. Baker will discuss short term disability coverage with Ms. O’Meara and Mr. Stowe.

**New Business**

None.

**Comments from Guests**

None.

Mr. Schuler adjourned to executive session at 6:50PM for discussion of the staff response to the new personnel policy. No actions taken in the executive session.

**Next meeting date/time:** February 26, 2008 at 6:00 PM CPL Public Meeting Room.
Meeting Minutes, Chili Public Library Board of Trustees Meeting APPROVED
February 26, 2008

Board of Trustees: Ed Schuler (President), Glenda Melville (Vice-President), James Lechner (Treasurer), Charles Havens (Secretary), Judith Kharbas, Christina Reece, James Myers
Library Director: Jeff Baker
Town Liaison: Michael Slattery

President Schuler convened the meeting at 6:02 PM. Mr. Lechner, Mr. Slattery and Ms. Melville absent.

Approved minutes of January 22, 2008 meeting by five in favor, none opposed.
Approved abstract: $22,870.80 by five in favor, none opposed.
Approved the meeting agenda with the addition of an Executive Session for consideration of personnel issues.

Communications

Guests/Public:
None.

Town Board Liaison:
None.

Friends Representative:
Ms. Roether reported that a Friend’s of CPL book sale was occurring the following weekend.
Ms. Roether also noted that the Town Recreation Department was assuming responsibility for the concert series in 2008. Mr. Schuler thanked the Friend’s for the many fine concerts they provided over the years.

Director’s Report – February 2008

Board, Director, Public Officials and Guest’s discussion as noted.

General Information:
• Supervisor Dunning has opened the Use of the Town Council Meeting Room for Library Programs

Mr. Schuler thanked Supervisor Dunning as it will allow increased attendance for the most popular programs.

• CPL Statistics – January 2008 shows continuing growth in almost all measures.
• Full Staff Meeting – Friday, March 7th at 9:00. Glenda Melville to attend.
• **Friends of the CPL Board Meeting** – Tuesday, March 11th at 6:30 pm – Judith Kharbas to attend.

• **Friends of the Chili Public Library Winter Book Sale** – The Friends of the Chili Public Library Winter Book Sale is Saturday, March 1, 2008 from 9am to 4pm (ending with a $2 bag sale). “Friends Only” Preview Sale on Friday, February 29, 2008 from 2:30-4:30pm.

• **NYSALB Membership** – The library board’s New York State Association of Library Boards (NYSLAB) membership has been renewed. New members will be receiving the ‘Trustee’ newsletter. The 2008 Trustee Institute will be held May 3rd & 4th at the Sarasota Springs Holiday Inn. April 15th deadline for registration by mail or online anytime [http://www.nysalb.org/institute/index.html](http://www.nysalb.org/institute/index.html).

• **MCLS Library Learning 2.0 Project** – On January 21st, eighty four staff began an eight-week MCLS Library 2.0 exercise project. Jeff Baker, LeeAnn Sperling, Jill Sutter, Patty Bruno, Jenn Lindsay, and Richard Gagnier are participants from CPL. The goal of this program is to encourage staff to experiment and learn about the new and emerging technologies on the web that are changing the way the public and the libraries access information and communicate with each other. The objectives are to:
  1. Encourage exploration of Web 2.0 and new technologies by MCLS staff.
  2. Provide staff with new tools (freely available on the Internet) to support MCLS’s mission.

**Follow Up Items:**

• **Assembly member Susan John visit** - The Director and library trustee, Jim Myers visited Assembly member Susan John’s office February 7th to advocate for sustained State aid for public library systems.

• **Senator Jim Alesi visit** – A visit was made to Senator Jim Alesi’s local district office on February 26. The Senator was out for medical reasons so the meeting was with his staff, approximately 25 people participated.

• **2007 Community Capital Assistance Program Grant (CCAP)** – The library’s CCAP grant has been posted on the New York State Assembly Ways and Means website on February 4, 2008. This is the last step in the process for the library receiving the grant funds. It is to be on the website for 30 days after which the contract will be sent to the library.

• **Azuradisk Dual Disc Cleaner** – The library has purchased an Azuradisk Dual Disc cleaner through Memorial funds to replace its previous model. The cleaner is proving to be more efficient in cleaning and repairing of the library's disc collection.

• **Approval of Quote from Pacer Property Services to Spot Paint and Patch the Library**
  The library is in need of patch and paint of selected areas within the library. Three quotes were obtained. Pacer Property Services quoted the price of $3,272.35 to spot paint the library. The painting will take 3-4 days during March 16-23.

*Action requested:* Approve of Quote from Pacer Property Services as Described
A motion was made and passed by five in favor none opposed to approve an expense not to exceed $3500 for Pacer Property Services.

- Approval of Proposal for Professional Services by Boychuk & Co to Perform the Library's 2007 Audit
  The Chili Public Library received two proposals (Ray Wager, and Boychuk & Co) to serve as independent auditors for the Chili Public Library. Bonadio never responded to the library's request. The director is recommending the Library Board approve the proposal by Boychuk & Co not to exceed $4,500 for the year 2007.
  
  **Action requested:** Approve the Proposal for Professional Services by Boychuck & Co to perform the library’s 2007 Audit

A motion was made and passed by five in favor none opposed to approve an expense not to exceed $4500 for Boychuk & Co.

- Photo Release Form – Town attorney Richard Stowe has approved a photo release form the library is now using to obtain permission from patrons to use their photos on the library's website, newsletter, and publicity flyers. The photo release form will be distributed at the board meeting.

- Meeting with the Director of Parks and Recreation – The director along with programming staff of the library met with Michael Curley on February 3rd. It was agreed there hasn't been much overlap in program content between the Recreation and Library with the exception of the Teen Babysitting programs which both sessions fill up. The Recreation Department tends to have programs that require registration for a cost that occur over time (3 months typically). The library tends to have ‘one-shot’ programs that are free of charge and either require registration or are walk-in. As a result of the meeting it was proposed at the February 12th Friends of the Public Library meeting to no longer have a library concert series as the Recreation Department will now be having one. The library will have its programs listed in the Recreation newsletter which comes out three times a year. In order to complement each other's programming, the director will be meeting with Mr. Curley a month prior to each newsletter's release and will continue to work on having collaborative ventures.

State News:

- MCLS Petition – The Governor's Budget did not include the $5 million in supplemental library system aid that was added by the Legislature to the 2007-08 State Budget. Public libraries need library system funding to continue providing a high level of service to the community. Because of this the member libraries have been asked by the Monroe County Library System to take part in a petition campaign to support increased state funding to library systems. There is a petition display within the library. Petition signatures will be collected through February 28, 2008. The petitions will be presented to our state legislators in Albany on Lobby Day, March 11, 2008.
System News

- **MCLS Contract/Finance Committee** – It is the consensus of the MCLS Contract/Finance Committee that the next contract (2009-2011) includes a 3% increase in cost shares for each year of the contract. For CPL that would work out as follows: Year 2008 - $26,823, Year 2009 - $27,628, Year 2010 - $28,457, Year 2011 - $29,310. Still to be dealt with in committee are equitable technology in telecommunications and infrastructure and a draft of the Internet policy strategy. The Contract will go the MCLS Board in September, then immediately to the Directors’ Council and to all Member Boards for approval. This should be completed by the end of December of 2008.

- **MCLS Website** – The Monroe County Library System is looking to have a new website vendor hopefully by the end of summer.

- **Marketing Team** – Town Board members, Library Trustees and staff have been surveyed by the MCLS Marketing Team. The Ad Council will analyze the surveys and share results at a staff workshop on March 22nd. Results will also be shared with the Directors’ Council.

- **LSTA Service Improvement Grant** – is a non-competitive two year grant for library systems which provides $11,500 each year. MCLS has proposed to build and enhance the current OverDrive downloadable collection and reduce the number of active holds on each OverDrive title by increasing duplicate titles using the guidelines currently followed by MCLS. The Director’s Council unanimously voted to enhance the OverDrive collection.

Committee Reports

**Budget**

A detailed report for the estimated close for 2007 was presented showing a surplus of $21,278 or 2.1% on the budget of $1,012,465. A line item is needed to document that an additional $17,000 was set aside for future computer equipment replacement.

A spending plan was presented to reconcile the 2008 CPL request with the Town Council approved budget of $1,066,381. Proposed actions include using the Memorial Fund as described in the January 2008 CPL Board meeting to cover some items, delaying the hiring of a new young adult librarian until mid year and implementing a 2% merit increase for the staff.

Mr. Baker reported that he has met with Supervisor Dunning to discuss the Town budget item of $22,790 to explore potential library expansion as one of several Town facility needs. In order to continue the fact finding, a meeting will be conducted with a recognized expert on libraries informing Supervisor Dunning and Councilman Slattery.
Personnel
None.

Long Range Planning
None.

Grants
CPL has learned that the request to Representative Johns has been turned down due to the large grant in 2007 and the tight finances in the state in 2008.

Old Business
Mr. Baker has determined from Ms. O’Meara that the Town does not provide short term disability coverage to the library staff. He was requested by the Board to ascertain potential sources and cost for this coverage.

New Business
A proposal was made by Mr. Baker to rename the Library meeting room in honor of Ms. Ireland. While wholeheartedly approving the intent, Mr. Schuler is to verify that the CPL Board has this authority from Supervisor Dunning before proceeding.

The renewal of a CD for $10,924.48 for six months at 3.25% at the Bank of Castile was approved by five in favor, none opposed.

Comments from Guests
None.

Mr. Schuler adjourned to executive session at 7:09PM for discussion of personnel issues.

Executive Session
Actions taken in the executive session:
- A 2% merit increase was granted to the library staff.
- The creation of the position of Assistant to the Director was created and Ms. LeeAnn Sperling appointed.

Next meeting date/time: March 25, 2008 at 6:00 PM CPL Public Meeting Room.
Meeting Minutes, Chili Public Library Board of Trustees Meeting-APPROVED  
March 25, 2008

Board of Trustees:  Ed Schuler (President), Glenda Melville (Vice-President), James Lechner (Treasurer), Charles Havens (Secretary), Judith Kharbas, Christina Reece, James Myers  
Library Director: Jeff Baker  
Town Liaison:  Michael Slattery

President Schuler convened the meeting at 6:00 PM.  Mr. Lechner, Ms. Reece absent.

Approved minutes of February 26, 2008 meeting by five in favor, none opposed. 
Approved abstract:  $20,667.05 by five in favor, none opposed. 
Approved the meeting agenda.

Communications

Guests/Public:  
None.

Town Board Liaison:  
None.

Friends Representative:  
Ms. Kalamaroff reported that the recent Friend’s of CPL book sale earned $1,213.

Director’s Report – March 2008

Board, Director, Public Officials and Guest’s  discussion as noted.

General Information:  
- CPL Statistics  – Distribution of February 2008 statistics showing 10% to 14% growth in circulation, reference and door count year on year.
- Circ and Reference Staff Meeting  – Friday, April 4th at 9:00.
- Friends of the CPL Board Meeting  – Tuesday, April 15th at 6:30 pm – Ed Schuler to attend.
- Big Read Grant - MCLS has been awarded a Big Read grant from the National Endowment for the Arts and Arts Midwest. The Big Read provides citizens with the opportunity to read and discuss a single book within their communities. The featured book is Fahrenheit 451 by Ray Bradbury and will take place from April 13th through May 31st throughout the system. The Chili Public Library will be having a Fahrenheit 451 book discussion on May 6 at 7pm, and the movie will be shown on May 13 at 6:30.
- **Painting**: The general spot painting and specific room painting has been completed satisfactorily with minimal interruption to service.

**Follow Up Items:**
- **Multipurpose Room** – Monroe Piping has determined the heater in the ceiling of the multipurpose room is not adequately ducting air to the room. Corrective actions are under consideration.  
  *Mr. Slattery suggested that Mr. Baker should be sure to inform the Commissioner of Public Works.*

- **New Book Display Unit** – On March 21 Dave Tyler installed the oak shelving unit which will be used to better display the library’s new books. The unit has a three door glass display case and corner display cabinet. The unit is supported by Friends of the Chili Public Library and CPL Memorial Funds.  
  *Mr. Baker asked the Board to consider increasing the payment to Mr. Tyler by $250 over the quoted $1900 to cover unforeseen expenses. The Board feels the quality of the work was exceptional and approved the additional expense by five in favor, none opposed.*

- **Girl Scouts Community Project** - Girl Scout Troop 270 have completed their community project for the library. The girl scouts have worked more than the 15 hours each in order to earn a Junior Girl Scout Bronze Award.

- **Approval of the CCAP Grant Disbursement Agreement Resolution** – The library has fulfilled all of the criteria necessary to receive the Community Capital Assistance Program Grant as set forth in the authorizing legislation for CCAP. In order for the library to submit the Dormitory Authority the Grant Disbursement Agreement, the library needs to adopt the resolution authorizing the CPL director to the sign the agreement on behalf of the library board. Upon receiving the signed agreement, the Authority will begin the requisition process.  
  **Action Request:** Approve the CCAP Grant Disbursement Resolution authorizing the CPL Director to sign the agreement on behalf of the library board  
  *Approved by five in favor, none opposed pending approval from Mr. Stowe, Town Attorney.*

**New items:**
- **Approval of the Revised CPL Code of Conduct** – In order for the library to better serve our patrons the CPL Code of Conduct has been revised.  
  **Action Request:** To approve the revision of the CPL Code of Conduct as presented.  
  *Approved by five in favor, none opposed requesting Mr. Baker to forward the changes to Mr. Stowe, Town Attorney.*
• Approval of the Revised Chili Public Library Children’s Programming Policy - In order for the Childrens staff to more effectively provide programming to those in the community, the Chili Public Library Children’s Programming Policy has been revised. **Action Request:** To approve the revision of the Chili Public Library Children’s Programming Policy as presented.  

*Board discussion on a proposed paragraph restricting program registration to parents and guardians led to its removal as it was felt that in some circumstances there are caregivers that might not fit the definition and may be problematic for the library staff to implement. The remainder of the proposed changes were approved five in favor, none opposed.*

• CPL Financial Audit - Boychuk and Company is scheduled to start March 26, 2008

**State News:**

• **State Budget** – New York Library Association (NYLA) Lobby Day was a successful event. There was a record turnout -- 1,008 library advocates. 88 legislators met with advocates, and had their photos taken for the NYLA READ posters. Both the Senate and the Assembly have agreed that they will restore the $5 million that was not included in the Governor’s budget. Governor Paterson must approve it and the Senate/Assembly must agree on how to pay for it.

**System News**

• **MCLS Petition** – Over 7,000 petition signatures among the member libraries were collected and delivered in Albany to State legislators Lobby Day, March 11, 2008.

• **New York State Public Library Construction Grant** – Grant requests should be returned to the MCLS Office by April 30, 2008.

• **MCLS Marketing Survey** – There were 529 invitations sent to MCLS stakeholders to take the MCLS Marketing survey. Almost 350 responses were received. A PowerPoint presentation of the survey results will be created by the Ad Council and shared with the Directors Council. The Director will relay this information to the library board.

• **LSTA Grant** – Upon further notice, purchasing Overdrive content is NOT fundable by the LSTA grant. Central is committed to continuing Overdrive and will look at other sources of funding. The non-competitive LSTA grant will be rewritten to fund an oral history project for our web site.

• **NEW Location Designation** – In order to maintain consistency among member libraries, the Director’s Council agreed to limit books given the NEW location designation six months across the system.

**Committee Reports**

**Budget**

The merit increase and the creation of the Assistant to the Director position approved in the last board meeting have been approved.
**Personnel**
None.

**Long Range Planning**
Mr. Panz was contacted regarding a survey directed to potential expansion needs but he declined for lack of expertise. Examples of surveys from other libraries have been secured. Mr. Schuler suggested a specific Board meeting with proper public notification to discuss this before the April 2008 CPL Board meeting. Mr. Schuler to designate a time and place.

**Grants**
None.

**Old Business**

Mr. Schuler will explore short term disability coverage to the library staff.

A proposal to rename the Library meeting room in honor of Ms. Ireland has been approved by Supervisor Dunning and Mr. Baker is to proceed with arrangements to honor Ms. Ireland.

**New Business**

None.

**Comments from Guests**

None.

Mr. Schuler adjourned the meeting at 6:54PM.

**Next meeting date/time:** April 22, 2008 at 6:00 PM CPL Public Meeting Room.
Meeting Minutes, Chili Public Library Board of Trustees Meeting-APPROVED
April 18, 2008

Board of Trustees:   Ed Schuler (President), Glenda Melville (Vice-President), James Lechner (Treasurer), Charles Havens (Secretary), Judith Kharbas, Christina Reece, James Myers
Library Director: Jeff Baker
Town Liaison: Michael Slattery

A public meeting specifically to discuss conducting a survey of the community relative to library expansion.

Public notification of the meeting had been given.

President Schuler convened the meeting at 7:30 AM. Mr. Lechner, Ms. Melville, and Mr. Myers absent.

Mr. Baker and Mr. Gagnier provided a summary of similar surveys collected from other towns. Specific questions on these surveys were discussed. Mr. Baker is to take the input and prepare a draft for review at April 22 Library Board Meeting.

There was discussion on how to perform the survey. Options considered included:
- Some form of public notice of the survey on the Chili Town website with additional paper copies at CPL.
- A town wide mailing of the survey with return postage.
- A town wide post card mailing directing people to respond through the web site or at the library.

Mr. Baker and Mr. Schuler are to discuss with Mr. Dunning and Mr. Slattery the use of the funds budgeted in the 2008 Town budget for the expansion analysis as the Town Council would have to approve the expenditure.

Mr. Schuler adjourned the meeting at 9:15 AM.
Meeting Minutes, Chili Public Library Board of Trustees Meeting-APPROVED
May 27, 2008

Board of Trustees:  Ed Schuler (President), Glenda Melville (Vice-President), James Lechner (Treasurer), Charles Havens (Secretary), Judith Kharbas, Christina Reece, James Myers
Library Director: Jeff Baker
Town Liaison: Michael Slattery

Vice-President Melville convened the meeting at 6:02 PM. Mr. Schuler absent.

Approved minutes of April 22, 2008 meeting by six in favor, none opposed.
Approved abstract: $38,111.19 by six in favor, none opposed. (It was noted by Mr. Baker that this includes three staff pay periods instead of the usual two.)
Approved the meeting agenda by six in favor, none opposed

Communications

Guests/Public:
A note was received from Mr. Sheehan and Mr. Amesbury thanking the board and Mr. Baker for personally sponsoring a hole at the golf tournament they conducted to benefit the Friends of the CPL.

Town Board Liaison:
None.

Friends Representative:
Ms. Roether reported:
- that the Friends received a $2200 vehicle donation as well as $689 from the golf tournament.
- that there will be a concert by the Smugtown Stompers August 12th continuing their long standing support to the Friends – this is in addition to the concert series now assumed by the Town of Chili Recreation Department;
- and that there will be a book sale August 15.
Director’s Report – May 2008

Board, Director, Public Officials and Guest’s discussion as noted.

General Information:
- CPL Statistics – Distribution of April 2008 statistics. *Five to ten per cent growth year on year in most metrics.*
- Reference and Circ Staff Meeting – Friday, June 6, 2008.
- Friends of the CPL Board Meeting – Tuesday, June 10 at 6:30 pm – Jim Lechner to attend.
- Save the Date – Sunday, September 21 – Staff picnic Union Station Park.
- Spring & Summer 2008 Recreation Newsletter - Distribution of Spring & Summer 2008 Recreation Newsletter.

Follow Up Items:
- Physical Plant
  1. **Monroe Piping:** The Director and Jim Lechner met with the Head of the Highway Department and his assistant, and Rob Clyde of Monroe Piping to facilitate communication and clarify heating and cooling issues and needs for the Chili Public Library. *Monroe Piping recognizes they have had an issue scheduling service that they have now corrected.*
  2. **Carpet cleaning:** Carpet cleaning was completed on May 24th throughout the entire library.
  3. **Windows:** The window that was broken by a vandal has been replaced by Ray Sands Glass
  4. **Relamping:** The Director will be scheduling phase 3 relamping.

- **The Chili Public Library Teen Photo Contest** - The first ever Chili Public Library Teen Photography Contest has 73 entries. The judging was May 23. There will be a photo show featuring all submissions and a reception on Saturday, May 31 at the Chili Public Library at 3 pm.

- **Summer Reading** – The summer reading program for children will kick off June 30 with a performance by Airplay and end August 8. Other high attendance programs planned are the butterfly release with the Seneca Park Zoo on August 21, a tie-dye program on July 22, and a truck/tractor show on August 19. The adult summer
reading program begins July 7 and ends August 15. There will be weekly prizes, including gas cards. The Town Historian Bonnie Moore will be presenting “Heroes, Fascinating Facts and Stories of Early Chili” on Tuesday, June 17, at 7pm in the multipurpose room. Also there will be another Passport Services for the Community program on Tuesday, July 8, from 5:30-8:30pm. Jim Kennard and Dan Scoville are back with the presentation “Discovery of the Schooner Orcadian and the Last Flight of the See Bee! Wednesday, August 27, at 7pm. Teen Summer Reading begins July 7. Prizes will include gift certificates and an MP3 player. Back by popular demand will be Kaplan courses for college prep.

New items:

- **Wireless Service** – Chili Public Library was one of the first member libraries to provide wireless services to its patrons. At that time the library board requested staff keep statistics on usage. This was done by patrons signing in with user names and passwords. The library averages 40 wireless users per month. Most if not all member libraries now have wireless and do not require patrons to sign in. To better facilitate staff workflow Mr. Baker requested that the library no longer requires patron sign in to access the wireless network.
  
  **Board Action Requested:** Approve no longer requiring patron sign to access the wireless network.
  
  **Approved six in favor, none opposed.**

- **Action Item:** Thank you to Senator Alesi – The Director drafted a letter to Senator Alesi thanking him for the $5,000 that was secured for the Chili Public Library for 2008. The money for the grant will be used to pay for the increase in MCLS costshare for 2008.
  
  **Board Action Requested:** Approve the letter to send to Senator Alesi.
  
  **Approved six in favor, none opposed.**

- **New staff hires and resignations were reviewed.**

  *Resignation of Page Ms. Christina Salvas; hiring of Part-time Clerk Kathryn Garrett and Page Amanda Ranieri.*

State News:

- **State Funding** - The New York Library Association urges library supporters to contact their state legislators in support of the following bills below. This can be done by using the NYLA Online Advocacy Center at [www.nyla.org](http://www.nyla.org) (click on the Library Advocate button) to send a fax/email. You can only send one letter at a time, so if you want to send letter in support of more than one issue, you need to go back to the beginning of the process.
**Association Libraries Opt Into State Retirement** (S.7507 Farley/A.10518 Paulin)
The bill would allow association public libraries that meet certain criteria to join the
NYS retirement system upon approval by their board of trustees.

**Dormitory Authority Bonding** (S.1684 Farley/A.6256 Eddington) – Bill would allow
NYLA to bundle small bonding projects together for submittal to Dormitory
Authority to give libraries greater access to inexpensive financing and reduce their
borrowing costs. Only projects below $5 million would qualify for this program. All
other library projects would still need special legislation. **Status:** Passed Senate

**BOCES-Libraries Internet Partnerships** (S.2082 Larkin/ A.6592 Gunther)
Authorizes Boards of Cooperative Educational Services to enter into contracts with
public libraries or library systems to provide internet access and communication
services. **Status:** Passed Senate 3/28

**Sales Tax Exemptions for Book Fairs** (S.1722A Lavalle/A.3463A Cahill) Bill would
exempt book fairs held by school and library organizations (PTA’s/Friends Groups)
from collecting sales tax.

**System News**
- **MCLS Marketing Team** – The survey results of the MCLS Marketing Team were
  reviewed.
- **MCLS Trustee Technology Workshops** - The Monroe County Library System is
  offering Technology workshops for MCLS/RPL Trustees scheduled for Friday June 13
  and Friday June 20 from 9:30 to 11:30 am. These workshops will introduce trustees
to technology tools that library staff members have learned. Registration forms were
distributed for those Trustees interested in attending.
- **Holdshelf:** The Directors Council has approved reducing the time an item remains
  on the holdshelf from 10 days to 7. The new policy will be in effect July 1, 2008.
Committee Reports

Budget
None.

Personnel
None.

Long Range Planning
A draft of the 2009-2011 Long Range Plan was provided.

Grants
Ms. Kharbas reported she contacted Mr. Dougherty, Chairman of the Rochester Area Community Foundation. It is considered unlikely that CPL can receive a grant but he will meet our representatives on June 20 to discuss grant procedures.

Old Business
None.

New Business
Certificates of Deposit 12055565 for $5,477 was approved for renewal for six months by six in favor, none opposed.

Comments from Guests
None.

Ms. Melville adjourned the meeting at 7:20 PM.

Next meeting date/time: June 24, 2008 at 6:00 PM CPL Public Meeting Room.
Meeting Minutes, Chili Public Library Board of Trustees Meeting APPROVED
June 24, 2008

Board of Trustees:  Ed Schuler (President), Glenda Melville (Vice-President), James Lechner (Treasurer), Charles Havens (Secretary), Judith Kharbas, Christina Reece, James Myers
Library Director: Jeff Baker
Town Liaison:  Michael Slattery
Friends representative: Nancy Stein

President Schuler convened the meeting at 6:00 PM.

Approved  minutes of May 27,  2008 meeting by seven in favor, none opposed.
Approved  abstract:  $23,118.15 by seven in favor, none opposed
Approved  the meeting agenda by seven in favor, none opposed

Communications

Guests/Public:      
None.

Town Board Liaison:  
Mr. Slattery: keep up the good work.

Friends Representative:  
Ms. Stein reported:
• that there will be a concert by the Smugtown Stompers August 12th for free continuing their long standing support to the Friends.
• that there will be a book sale August 15.
• that there will be a raffle for two donated winery tour tickets.

Director’s Report – June 2008

Board, Director, Public Officials and Guest’s discussion as noted.

General Information:  
• CPL Statistics – Distribution of May 2008 statistics: continuing the trend of 5 to 10% growth year on year in all metrics.

• Circ and Staff Meeting – Friday, August 1 at 9:00am

• Friends of the CPL Board Meeting – Tuesday, July 15 at 6:30 pm – Jim Myers to attend.

• Save the Date – CPL Books Sale - The Summer Booksale for the Friends of the Chili Public Library will be held on Friday, August 15 from 9am-4pm. The sale is open to the general public. On Thursday, August 14 from 5-7pm there will be a Friends Only Preview Sale.
• **Save the Date** – Sunday, September 21 – Staff picnic Union Station Park

**Follow Up Items:**

- **CPL Auditors Report** – Form 990 has been completed and is being filed with the IRS. The final audit report was distributed at the meeting.

- **Dormitory Authority Check** – The library has received the check from the Dormitory Authority in the amount of $50,000 for the CCAP grant.

**The Chili Public Library Teen Photo Contest** - The Chili Public Library Teen Photography Contest was a big success. 40 teens entered 74 photographs. The photo reception was held Saturday, May 31 and was attended by teens, parents, grandparents and the general public. Patrons are voting for their “Viewer’s Choice” during June. There is a link to all of the photos entered on the D&C’s website.

  First Place: “Lilly's Eyes” by Ashton Pryor, age 17
  Second Place: “5, 6, Pick- up Sticks” by Jennifer Thaine, age 16
  Third Place: “Creek” by Daniel Shafer, age 16

**New items:**

- **CPL Virtual Tour** - One of the goals of the CPL Emerging Technology Team has been to develop new ways to use our website to reach out to those in the community. To that end the team has created an online virtual tour of the library. It is a slideshow of 19 photos showing the various areas of the library with accompanying descriptions. [http://www.flickr.com/photos/chili_public_library/sets/72157605650077419/show](http://www.flickr.com/photos/chili_public_library/sets/72157605650077419/show)

- **Children’s Staff School Visits** – Over the last two weeks, Jenn Lindsay and her staff visited over 1,000 students at area schools (Chestnut Ridge Elementary-700 students, Paul Road Elementary-100 students, Florence Brasser School-265 students) informing them of the library's upcoming summer reading program and performing storytime skits.

- **New Multimedia Cabinet** – Dave Tyler has built an all-in-one new multimedia cabinet. Staff will now be able to secure the library's equipment (Wii, amplifier, DVD player) in the locked cabinet.

- **Approval of MCLS 2008 Summer Reading Program Payment** – In order to receive the 2008 Summer Reading Program payment from the Monroe County Library System in the amount of $300, the library board needs to approve the payment agreement.
**Action Request:** Approve the MCLS 2008 Summer Reading Program Payment. 
*Approved seven in favor, none opposed.*

- **New Page** - Nichole Johnstone has been hired as a new page and will be working mostly in the Children’s area

- **Chil-e Fest** – The Chili Public Library will have a table set up at the Chil-e Fest on July 4 from 12pm-4pm. At that time staff will distribute information about the library, and perform storytime for children.

- **Additional T1 Circuits** - Frontier will begin the installation of additional T1 circuits to 10 member libraries (beginning June 9th), CPL being one of them. The go live date for these circuits is July 1. This will result in the library doubling its bandwidth.

**State News:**
- No news to report.

**System News:**
- MCLS Internet Policy Update – The Monroe County Library System has updated its Internet Policy Statement which was distributed at the meeting. This has no impact on CPL directly in that CPL has its own established policy

**Committee Reports**

**Budget**
None. Next meeting June 27.

**Personnel**
None.

**Long Range Planning**
Mr. Baker will work to revise the proposed community survey regarding library performance and future needs based on Mr. Panz’s input and circulate it to the CPL Board. The intent is to review this with Supervisor Dunning and Councilman Slattery for discussion on the path forward.

**Grants**
Mr. Baker reported on meeting with Mr. Dougherty, Chairman of the Rochester Area Community Foundation. Much useful information was received – contact points for local foundations as well as information specific to the Community Foundation and its interest areas. The committee will use this information for future solicitations.

**Old Business**
None.
New Business

A new twelve month Certificates of Deposit for $5,000 to be transferred from the money market account was approved by seven in favor, none opposed.

Comments from Guests

None.

Mr. Schuler adjourned the meeting to an executive session to discuss personnel issues at 7:02 PM.

Next meeting date/time: July 22, 2008 at 6:00 PM CPL Public Meeting Room.
Meeting Minutes, Chili Public Library Board of Trustees Meeting-APPROVED
July 22, 2008

Board of Trustees: Ed Schuler (President), Glenda Melville (Vice-President), James Lechner (Treasurer), Charles Havens (Secretary), Judith Kharbas, Christina Reece, James Myers
Library Director: Jeff Baker
Town Liaison: Michael Slattery
Friends representative: Nancy Stein

President Schuler convened the meeting at 6:02 PM. Ms. Melville and Ms. Reece absent.

Approved minutes of June 25, 2008 meeting by five in favor, none opposed.
Approved abstract: $14,976.33 by five in favor, none opposed
Approved the meeting agenda by five in favor, none opposed

Communications

Guests/Public:
None.

Town Board Liaison:
None.

Friends Representative:
None.

Director’s Report – July 2008

Board, Director, Public Officials and Guest’s discussion as noted.

General Information:
- CPL Statistics – Distribution of June 2008 statistics – continuing the general approximate 5% annual growth rate. Ms. Kharbas asked if there were standards across libraries for the metrics such as reference requests. Mr. Baker responded that they are based on common understanding.

- Circ and Staff Meeting – Friday, August 1 at 9:00am

- Friends of the CPL Board Meeting – Tuesday, August 12 at 5:30 pm. Mr. Lechner will attend.

- Save the Date
  1. CPL Friends Books Sale - Friday, August 15, 9am-4pm. Thursday, August 14, 5-7pm, Friends Only Preview Sale.
  2. Smugtown Stompers concert – Tuesday, August 12 at 6pm.
  3. Staff picnic Union Station Park - Sunday, September 21
Follow Up Items:

- **Relamping** – The Relamping Phase 3 project is completed along with replacement of burned out bulbs throughout the library.

- **Hot water heater** – The library has a new 30 gallon tank hot water heater located in the maintenance closet by the staff break area. Previously the staff break area and staff bathrooms received hot water through four 10 gallon tanks that were situated in the ceiling and continually broke down.

- **Barbara M. Ireland Community Room heating** – The town and the library are in the process of receiving vendor proposals to rectify the lack of heat in the Barbara M. Ireland Community Room. So far we have received a proposal for a gas furnace installation which seems to be the best long term solution. This is preferential to a ceiling cassette heat pump system or electric baseboard heat. We are awaiting a proposal on the cost and effectiveness of an electric heat grid option.

*Ms. Kharbas: on the subject of the Barbara M. Ireland room, are there plans for a ceremony to recognize the commemoration with Ms. Ireland’s family present? Mr. Baker responded that the ceremony would be best coordinated with the plaque which is being prepared. He will contact the family when timing is known.*

*Mr. Lechner: on the subject of recognition, are there plans to recognize Representative Johns for the state grant for computer technology that has now been received? Mr. Baker will contact her staff to see what would be appropriate.*

- **Chil-E Fest** – During Chil-E-Fest the library had a spot in front of the Chili Senior Center to promote the library, read stories to children and introduce the community to the State’s Summer Reading program *Catch the Reading Bug.* It was an all around fun event and we look to do it again next year.
New Signage – There are four new signs in the library in the same burgundy color as those in the Children’s area. The signs are New Books, Checkout, Returns and Restrooms. The new signs make a unified look to the library.

Disability Insurance – The director received information from Vail Insurance regarding information about their group disability program which will be distributed at the library board meeting.

The Board expressed a general desire to proceed to provide coverage for full time employees. Mr. Baker was asked to secure additional quotes for review by the budget committee with presentation to the full board as soon as practicable.

Teen Librarian I Position – The Librarian I position for a Teen Librarian has been posted and the director has been receiving several applications.

Brockport-Seymour Library Trustees – The director of the Brockport-Seymour Library is interested in familiarizing her library’s trustees as to how other member libraries run their meetings. She is interested in having her library trustees attend the Chili Public Library Board’s August meeting.

New items:

New Picnic Table - The library’s picnic table was replaced by the Highway Department as the previous table was beyond repair.

Public Wireless – The equipment for the public wireless no longer works and has being replaced.

Music CD's and Large Print Material - The library's music CDs have been moved to where the Large Print books were located and visa-versa. This was done to allow for the growth of the music CD collection which will occur when the library's older collection is put in uniform CD cases and all of the music CDs will be together.

Building Maintenance - The Highway Department has fixed the cracks in the outside pillars and painted them. The large outside circular vent has been painted as well.

Staff work area - A staff subcommittee was formed to look into ways to improve the workflow of the staff work area next to the conference room. As a result five staff have moved to different desks and the location for mending is in a new area.
State News:
- **Library Services Aid** – There is a 2% cut in state funds in Library Services Aid. As a result the Chili Public Library will be receiving $8,397 in LSA funds.

System News:
- No news to report

Committee Reports

Budget
An initial proposal for review with Supervisor Dunning and Councilman Slattery has been prepared. Mr. Baker, Mr. Schuler and Mr. Myers will meet with them on July 28.

Personnel
None.

Long Range Planning
The survey form has been completed. There is support from Supervisor Dunning to distribute it electronically and in the

Grants
None.

Old Business
None.

New Business
A discussion was held concerning summer hours after the publication of a letter to the editor in the Democrat and Chronicle critical of CPL for closing Saturdays during the summer. Mr. Baker reviewed the practices of other MCLS libraries: three maintain regular hours, four reduce to 3 or 4 hours, twelve including Chili are closed. There was a discussion on the cost of opening compared to the expected usage. There was a general consensus that there would be little benefit this year if the library were opened as it would be difficult to communicate effectively with the few weeks left. It was decided to review the issue prior to next summer based on feedback from the survey.
Comments from Guests

None.

Mr. Schuler adjourned the meeting at 7:12 PM.

Next meeting date/time:  August 26 2008 at 6:00 PM CPL Public Meeting Room.
Meeting Minutes, Chili Public Library Board of Trustees Meeting-APPROVED
August 26, 2008

Board of Trustees:  Ed Schuler (President), Glenda Melville (Vice-President), James Lechner (Treasurer), Charles Havens (Secretary), Judith Kharbas, Christina Reece, James Myers
Library Director: Jeff Baker
Town Liaison:  Michael Slattery
Friends representative: Nancy Stein

President Schuler convened the meeting at 6:00 PM. Ms. Kharbas arrived at 6:08PM.

**Approved** minutes of July 22, 2008 meeting by six in favor, none opposed.
**Approved** abstract:  $17,433.64 by seven in favor, none opposed
**Approved** the meeting agenda by six in favor, none opposed

**Communications**

**Guests/Public:**
None.

**Town Board Liaison:**
Mr. Slattery expressed thanks to Mr. Schuler for reviewing the budget discussion held by Mr. Baker, Mr. Schuler, and Mr. Myers with Supervisor Dunning. He expects to be able to attend the follow up meeting.

**Friends Representative:**
Ms. Stein: successful book sale and auction of the donated wine tasting tickets for well over $1,000. Their effort to hold a new resident reception in the Library had four participants which was less than hoped. Mr. Schuler expressed his appreciation for all their efforts.

**Director’s Report – August 2008**

*Board, Director, Public Officials and Guest’s discussion as noted.*

**General Information:**
- **CPL Statistics** – Distribution of July 2008 statistics. July 2008 was a banner month for the library. We had more in materials circulated (37,473), door count (19,509), reference questions (2,562), and children’s program attendance (1,901) than any other month for any of the previous years the library has been open to the public.

- **Summer Reading Statistics** –
  - Children’s Summer Reading Program had the most children ever sign up for the program: 672. 196,745 minutes of reading occurred. We had a good representation of schools in the area.
  - Teen’s Summer Reading Program had a total of 55 teens reading 381 books this summer.
• Adult's Summer Reading Program had 132 patrons reading a total of 742 books.

• Full Staff Meeting – Friday, September 5 at 9:00am. Jim Lechner to attend.

• Friends of the CPL Board Meeting – September 16 at 6:00 pm. Jim Lechner to attend.

• Save the Date
  • Staff picnic Union Station Park - Sunday, September 21

Follow Up Items:

• CPL Survey to the Community – The CPL Survey to the Community is now available in print form at the library and in the Town’s Fall & Winter Brochure as well as online via the library’s website and the town’s website. The survey continues to the end of September. Mr. Baker: nearly one hundred responses received to date.

• T1 line Upgrade – LAS cut CPL over to dual T1 circuits (3.088mbps) on July 29th. This resulted in improvements in bandwidth usage particularly the speed of the library’s circulation module. A network analysis was also performed by CambellNet Solutions to look for ways to increase performance of the internal network. As a result it has been recommended the library upgrade from the 2-24 port 10/100 hubs for the internal network to switches. The library’s IT person agrees with the recommendation and the director plans to upgrade to switches in 2009.

• Security Training – Library staff attended training on August 1st given by Deputy Charlie Campenella. At the training the officer reviewed the police’s role as it relates to security issues that may arise at the library. The Town has arranged for further training for Department Heads and staff to attend on August 28th, about recognizing potential predators. The training will be given by Monroe County Sheriff’s Department (Zone C) and staff from Missing and Exploited Children.

• Disability Insurance – The director received clarification from Vail Insurance regarding small group disability insurance he will share at the meeting along with information obtained from local insurers Thomas Kernan Insurance and Boughner Rabideau Agency.

  Mr. Baker: Vail Insurance provided a quote but the others were either not in the business or did not provide equivalent coverage. Mr. Schuler provided the name of a fourth firm known to provide disability insurance and Mr. Baker will secure a quote from them.

• Barbara M. Ireland Community Room Heating – The library continues to work with David Lindsay, Department Head of the Highway Department regarding proposals to rectify the lack of heat in the Barbara M. Ireland Community Room. The library has contacted Lighthouse Energy to help in determining what the operating cost would be between the gas and electric heating options.
Mr. Baker: the installation costs are expected to be high enough to require Town Council approval.

New items:

- **Newspaper Article** – The Chili Public Library was showcased in the Friday, August 8, 2008 front page Democrat and Chronicle article “More families finding free fun at the library”, written by Ernst Lamonthe Jr. The article focused on the increased usage occurring at member libraries during difficult economic times.

- **Town brochure** – The library is included again in the Town of Chili Fall & Winter 2008 Brochure. Within the brochure is the description of the children’s, teen’s, and adult programs for the fall and winter, as well as a Friend’s membership form, and the CPL Survey to the Community.

- **CPL Tote Bags** - The Friend’s will be donating the cost for 250 CPL Tote Bags. More libraries are offering tote bags which patrons use to help them carry out circulating materials. The tote bags are affixed with a bar code so patrons sign out the tote bags when checking out materials. Offering tote bags to patrons reduces the need to use plastic bags, promotes the name of the library, and allows patrons to carry out more materials they check out. CPL expects the tote bags to be available for public use by the end of September.

- **Evanced Events Module** – The Friends of the Chili Public Library also have donated a year’s subscription to Evanced Events module. Evanced is a software product made by librarians specifically suited to libraries. The Evanced Events module allows patrons to visit the library’s website from home and register for the programs of their interest. The software also sends email confirmation to patrons letting them know of the programs they have signed up for. It is also easier for the patrons to see what programs the library is providing at any given time. Currently patrons need to call or walk in to register. Those who do not have a computer would be able to register by contacting library staff who would use the software to register patrons. After a program is over the program disappears from the online calendar. CPL expects the new software to be available for public use by the end of September.

- **Google Maps Directions**: The feature ‘Hours and Directions’ on our webpage has a new option where patrons can select to see the library’s location via Google Maps. Google Maps also allows a ‘Street View’ where patron can see the entrance to the library from the 386 South entrance.

- **NYLA Conference Approval**: The director will be presenting a request for three staff members (Jeff Baker, Richard Gagnier and someone yet to be identified) to attend this year’s New York Library Association (NYLA) Conference in Sarasota this November 7 and 8. The cost (up to $1,000) will cover registration and one night hotel stay.

  **Board Action Requested**: Approve the cost (up to $1,000) in registration and hotel fees to attend the NYLA Annual Conference. **Approved by seven in favor, none opposed.**
State News:

- **State Budget** – From Michael J. Borges, Executive Director, New York Library Association: “The Legislature has agreed to approximately $412 million in further cuts to the 2008-09 State Budget (The Governor wanted $600 million). These reductions are obtained through a 6% across the board cuts in funds that have not yet been distributed as well as reductions in funding for CUNY ($50 million) and sweeping unused Legislative Member Items funds ($50 million). For libraries, this means a further reduction of 6% in Library Aid that has not yet been distributed. The exact amount of the reduction is still undetermined and we are working the Division of Library Development to ascertain the exact figure.”

System News:

- **New MCLS Website** - A new MCLS website will be created in the fall using Ectron software. The software and will be available to member libraries to use for their own sites and CPL staff will be studying pros and cons in using the new software.

- **State Budget** - MCLS is reviewing the specific impact the State budget reduction will have.

Committee Reports

**Long Range Planning**
None - see the comments in the Director’s report concerning the survey.

**Budget**
A second proposal for review with Supervisor Dunning and Councilman Slattery has been prepared as a result of the initial meeting in late July. A date has not yet been set due to vacations.

**Personnel**
None.

**Grants**
None.

Old Business

None.
New Business

The renewal of CD #12035297 ($11,193.23) for 12 months at 3% with Canandaigua National Bank was approved by seven in favor, none opposed.

Comments from Guests

None.

Mr. Schuler adjourned the meeting at 6:46 PM to an executive session to consider personnel issues associated with the potential hiring of a Young Adult Librarian. No actions were taken by the Board in the executive session.

Next meeting date/time:  September 23, 2008 at 6:00 PM CPL Barbara M. Ireland Community Room.
Meeting Minutes, Chili Public Library Board of Trustees Meeting - APPROVED
September 23, 2008

Board of Trustees:  Ed Schuler (President), Glenda Melville (Vice-President), James Lechner (Treasurer), Charles Havens (Secretary), Judith Kharbas, Christina Reece, James Myers
Library Director: Jeff Baker
Town Liaison: Michael Slattery
Friends representative: Sandy Roether

President Schuler convened the meeting at 6:00 PM. Ms. Reece and Mr. Lechner absent.

Approved minutes of August 26, 2008 meeting by five in favor, none opposed.
Approved abstract: $20,528.04 by five in favor, none opposed
Approved the meeting agenda by five in favor, none opposed

Communications

Guests/Public:
None.

Town Board Liaison:
None.

Friends Representative:
Ms. Roether: The next book sale has been scheduled for January 28 and a library page has agreed to coordinate it as a government service project for school credit.

Director’s Report – September 2008

Board, Director, Public Officials and Guest’s discussion as noted.


- Full Staff Meeting – Friday, November 7 at 9:00am. Chuck Havens to attend.

- Friends of the CPL Board Meeting – October 14 at 6:00 pm. Chuck Havens to attend.

- Tech Camps – Staff will be attending two MCLS technology camps “Digital Photography” in October and “Facebook Applications in your Library” in December. These camps will be repeated for library trustees. The MCLS Emerging Technology Committee is also developing a staff conference for staff to take place in October 2009 as a follow up to last year’s “Imagine. Create. Innovate. Conference”.
Follow Up Items:

- **Alesi Grant**: The Chili Public Library has so far received $1,250 of the $5,000 Senator Alesi grants for the 2008 MCLS support services increase.

- **CPL Survey to the Community**: The Chili Public Library Survey to the Community will be continuing until September 30. As of September 18, the library has collected 402 completed surveys. The director will review the results as of September 23.

  *Mr. Slattery: the number of responses is disappointing. What fraction has been returned electronically? Mr. Baker: approximately one third.*  
  *Mr. Dunning: is there a question on the survey concerning respondent’s willingness to support library expansion? Mr. Baker: yes in general terms but nothing specific on an actual cost.*

- **Tote Bags**: Due to the Friends contribution, the library now has 250 tote bags. On Monday, September 22 the bags were made available for the public to check out, making it easier for them to carry materials out of the library.

- **Evanced Events Module**: Staff are being trained on how to use the Evanced software product. The product will be available to the public to register online for programs October 1, 2008.

- **Barbara M. Ireland Community Room Heating** – The director and Jim Lechner met with David Lindsay to discuss proposals to rectify the lack of heat in the Barbara M. Ireland Community Room.

New items:

- **Family Find Day at Davis Park**: On Saturday, September 27th from 11:30-3:30 the library took part in the town of Chili’s Family Fun Day at Davis Park. The event included entertainment, inflatable rides, pony rides, and games. The Library promoted its services and programs and read stories to children.

State News:

- **State Budget** – As a result of further discussions between the State Library and the Budget Division, the initial mid-year 6% budget reduction in State funding mentioned for libraries has been adjusted to a lower figure of $874,020 statewide. The State Library still anticipates that this mid-year reduction will be applied across-the-board to all library and library system local assistance grants and programs. Soon as the State Library will post the exact amount libraries will be receiving in Library System Grant Aid.
System News:

- **MCLS budget update** – There is no final information regarding the impact the state aid reduction will have on MCLS. Specifics will be sent out when available. Last year CPL received its Library Services Aid payment in November.

Committee Reports

Long Range Planning

None.

Budget

The budget recommendation for 2009 was presented to Supervisor Dunning, Councilman Slattery, Councilwoman Sperr with Councilwoman Ignatowski and Councilman Schulmerich arriving after the presentation had started.

The CPL budget request was a 4.002% increase to support:

- a merit based pay increase for staff averaging 3.5%
- the full year salary of a Teen librarian – it was communicated that an excellent candidate has been identified with an employment offer to be made later this week.

The great majority of the other expense elements in the budget are either flat or based on externally dictated increases.

The proposal to fund this is a 2.19% increase in the tax levy and application of $99,455 of previously accumulated surplus.

The line item budget and the accompanying explanation are retained as part of the CPL Board minutes.

Town Council members had numerous questions and observations including:

- general concern that the library budget increases over the last ten years have exceeded the inflation rate
- a question on Rochester Central Library perceived lower personnel costs based on a misreading of the Monroe County Library System budget kit where their personnel costs on are on two lines for Central and the Branches making it appear that it was approximately half of CPL’s
- questions on benefit policies as they are applied to part time staff
- questions on funding routes to support expansion of the collection
- acknowledgement that the 2008 expense item to evaluate potential library expansion resides on the Town Council budget
- Council members expressed thanks to Director Baker and the CPL Board for their effort in preparing the budget request.

No additional actions were requested by the Town Council.
Personnel
None.

Grants
None.

Old Business
None.

New Business
None.

Comments from Guests
Mr. Rettick expressed appreciation for the services provided by the library.

Mr. Schuler adjourned the meeting at 7:40 PM to an executive session to consider personnel issues. No actions were taken by the Board in the executive session.

Next meeting date/time: October 28, 2008 at 6:00 PM CPL Barbara M. Ireland Community Room.
Meeting Minutes, Chili Public Library Board of Trustees Meeting -APPROVED
October 28, 2008

Board of Trustees:   Ed Schuler (President), Glenda Melville (Vice-President), James Lechner (Treasurer), Charles Havens (Secretary), Judith Kharbas, Christina Reece, James Myers
Library Director: Jeff Baker
Town Liaison:  Michael Slattery
Friends representative: Sandy Roether

President Schuler convened the meeting at 6:37 PM. Ms. Melville absent.

Approved minutes of September 23, 2008 meeting by six in favor, none opposed.
Approved abstract:  $18,215.47 by six in favor, none opposed
Approved the meeting agenda by six in favor, none opposed

Communications

Guests/Public:
Mr. Rettick: excellent presentation by Mr. Baler for the dedication of the Ms. Barbara Ireland Community Room.

Town Board Liaison:
Mr. Slattery: educational to learn from Mr. Baker’s presentation that Chili was the last town in Monroe County to have a library with its opening in 1962.

The Town Board had a budget meeting the previous night which Mr. Baker attended. There will be a public hearing on the budget November 5th.

Friends Representative:
Ms. Roether: The ongoing fundraiser with donated Bonton coupons has raised over $300 to date.

Director’s Report –October 2008

Board, Director, Public Officials and Guest’s discussion as noted.

- **CPL Statistics** –Distribution of September 2008 statistics: 13 to 18% year on year growth in all primary measures reflects the increased demand on library resources by the community.

- **Full Staff Meeting** – Friday, November 7 at 9:00am.

- **Friends of the CPL Board Meeting** – November 11 at 6:00 pm. Ms. Reece to attend.
Follow Up Items:

- **LLSA:** State Library Development has not determined the final amount for Local Library Support Aid for 2008. The library has received 90% of the funds ($7557). When a final number is established MCLS will send the library the remaining amount due.

  *Mr. Slattery: there is an expectation that the Town Board will form a committee to start in 2009 to consider potential capital programs including library expansion.*

- **CPL Survey to the Community:** The Chili Public Library collected 560 completed surveys. The director will review the results at the meeting.

- **Barbara M. Ireland Community Room Heating:** The director is working with the Commissioner of Public Works/Superintendent of Highways to get a furnace proposal for the Barbara M. Ireland Room on the November 5th Town Board Meeting agenda (or the following meeting on November 14th.).

- **Disability Insurance:** The Director received a quote from Standard Life Insurance Company of New York regarding small group long term disability insurance he will share with the library board.

- **Family Fun Day:** The Chili Fun Days at Davis Park, Saturday, September 27th was a success due to the creative input from staff (David Tyler, Kathryn Garrett, Jennifer Lindsay, Deb Amesbury and Donna Belliveau). It was an opportunity for the library to connect with those in the community.

- **Teen Librarian:** The start date for the new teen librarian Cathy Kyle began October 13. Cathy previously worked at the Parma Public Library coordinating children’s and young adult materials purchasing and programming.

New items:

- **CPL Proposed 2009 Closed Dates:** The Director is proposing that the library be closed the following dates for 2009.

  - January 1* Thursday New Year’s Day
  - January 19* Monday Martin Luther King Day
  - February 16 Monday President’s Day
<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Holiday</th>
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<tbody>
<tr>
<td>April 10</td>
<td>Friday</td>
<td>Good Friday</td>
</tr>
<tr>
<td>April 12</td>
<td>Sunday</td>
<td>Easter</td>
</tr>
<tr>
<td>May 23</td>
<td>Saturday</td>
<td>Memorial Day weekend</td>
</tr>
<tr>
<td>May 25*</td>
<td>Monday</td>
<td>Memorial Day (observed)</td>
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<tr>
<td>July 3*</td>
<td>Saturday</td>
<td>Independence Day</td>
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<tr>
<td>September 7*</td>
<td>Saturday</td>
<td>Labor Day (observed)</td>
</tr>
<tr>
<td>November 26*</td>
<td>Thursday</td>
<td>Thanksgiving Day</td>
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<tr>
<td>December 24*</td>
<td>Thursday</td>
<td>Christmas Eve Day</td>
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<tr>
<td>December 25*</td>
<td>Friday</td>
<td>Christmas</td>
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<tr>
<td>December 26</td>
<td>Saturday</td>
<td>Day after Christmas</td>
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<tr>
<td>November 25</td>
<td>Wednesday</td>
<td>Close @ 5PM</td>
</tr>
<tr>
<td>December 31</td>
<td>Thursday</td>
<td>Close @ 5PM</td>
</tr>
</tbody>
</table>

*Paid holidays for full time employees
Only veterans will have Veteran’s Day off as a paid holiday

In 2008 the library was closed the day before Easter, and the day after Thanksgiving as non-paid holidays. The recommendation is that the library be open these two days in 2009.

**Action Item: The Library Board approves the proposed closed dates for 2009 as presented.**

**Action approved six in favor, none opposed.**

- **Kids for Kids Food Drive:** The library is holding a "Kids for Kids" food drive to benefit "Foodlink" (sponsored by the Junior Friends) during the month of October. The Junior Friends of the Chili Public Library are sponsoring the month long "Kids for Kids" drive to benefit Foodlink. Non-perishable food items that are good for after-school snacks are being collected at the library.

**State News:**
- **NYLA Rally** – The New York Library Association may be holding a rally to oppose further cuts in Library Aid. The rally would take place Tuesday, November 18, 2008 at 1pm, the day of the scheduled Special Legislative Session in Albany. MCLS is working with the RRLC and other Western NY library councils on renting a bus for that day. More information as it becomes available.

**System News:**
- **No news to report**
Committee Reports

Long Range Planning
None.

Budget
Mr. Baker presented a spending plan consistent with the initial Town Council proposal for a 0% budget increase from 2008 to 2009. One consequence is a 10% reduction in the books and materials purchases. There was discussion on possible paths to restore this. No action was taken at this time pending the approval by Town Council of the 2009 budget.

Personnel
None.

Grants
None.

Old Business
None.

New Business
Mr. Lechner asked for authority to renew two CD’s coming to term in the next month: 12049107 for $5,725.77 and 12048976 for $13,537.08 with the authority to determine the best rate and term at the time of the renewal given the market’s recent volatility.

Approved six in favor, none opposed.

Comments from Guests
None.

Mr. Schuler adjourned the meeting at 7:53 PM to an executive session to consider personnel issues. No actions were taken by the Board in the executive session.

Next meeting date/time: November 18, 2008 at 6:00 PM CPL Barbara M. Ireland Community Room.
Meeting Minutes, Chili Public Library Board of Trustees Meeting APPROVED
November 18, 2008

Board of Trustees: Ed Schuler (President), Glenda Melville (Vice-President), James Lechner (Treasurer), Charles Havens (Secretary), Judith Kharbas, Christina Reece, James Myers
Library Director: Jeff Baker
Town Liaison: Michael Slattery
Friends representative: Sandy Roether

President Schuler convened the meeting at 6:00 PM. Ms. Reece absent.

Approved minutes of October 28, 2008 meeting by six in favor, none opposed.
Approved abstract: $12,587.19 by six in favor, none opposed.
Approved the meeting agenda by six in favor, none opposed with items added for discussion of the reserve fund, information on certificate of deposit renewals and removing the item for election of officers.

Communications

Guests/Public:
None.

Town Board Liaison:
Mr. Slattery: noted that the Town Council added approximately $12,000 to the initial proposed 2009 CPL budget in recognition of the growth of services over 2008 – recognizes this is small as a percentage of the budget but it is the best the Council felt they could do.

Friends Representative:

Director’s Report – November 2008

Board, Director, Public Officials and Guest’s discussion as noted.

General Information:
- **CPL Circ and Reference Staff Meeting** – Friday, December 5th at 9:00.
- **Full Staff Meeting** – Friday, January 2, 2009 at 9am.
- **Friends of the CPL Board Meeting** – Tuesday, December 9, 2008 at 6:30pm.

- **December Holiday Party** – Staff, volunteers, the Friends Board and the Library Board are invited to the CPL Holiday Party, December 5 from 5:30pm-7:30pm. Everyone is welcome to bring a holiday treat.

- **Friends of the Chili Public Library Book Sale**: The next book sale is January 30-31. The Friends preview is Friday, January 30 from 2:30pm-4:30pm. The book sale is open to the public Saturday, January 31 from 9am-4pm.
• CPL Board sign-up sheet for 2009 Friends Meetings will be distributed
• CPL Board sign-up sheet for 2008 Full Staff Meetings will be distributed

• CPL Statistics – Distribution of October statistics: circulation up 7%, door count 4%.

Follow Up Items:

• NYLA Conference: Richard Gagnier, Cathy Kyle and Jeff Baker attended this year's New York Library Association Conference this year, November 6-7, 2008 in Saratoga Springs. Richard attended the following programs: “But I Want To Watch It Now! Film Formats in Libraries”; “Film Festival Fun @ Your Library”; “Library Friends as Advocates”. Jeff attended the following programs: “Politics and Networking”; “Keeping Up, Keeping Organized”; “Green Libraries”; “Library Friends as Advocates”. Cathy Kyle attended the following workshops: Tween/Teen Programming 101; YSS Featured Author & Membership Meeting; Online Summer Reading Program Registration; Meet the Bloggers.

• MCLS 2009-2011 Contract Approval
The Monroe County Library System Library Board contract with member libraries has been updated and reviewed by the Director’s Council. It will be approved by the MCLS Library Board at their November 17th meeting. Member libraries are asked to approve the document. The contract covers January 1, 2009 – December 31, 2011. According to the contract the cost share is scheduled to increase 3% each year.

**Action requested:** Approve the MCLS 2009-2011 Contract

Mr. Baker reviewed details of the proposed agreement. It contains a new item pertaining to the definition of MCLS responsibility for providing bandwidth. A second item pertaining to the definition of MCLS internet policy whose wording seemed potentially ambiguous to the CPL Board. A vote was postponed to December pending clarification.

• Approval of Proposed CPL Library Board 2009 meeting dates
Below are the proposed dates for the CPL Library Board meetings for 2009

<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
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<tbody>
<tr>
<td>January 27</td>
<td>Barbara M. Ireland Community Room</td>
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<td>February 24</td>
<td>Barbara M. Ireland Community Room</td>
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<td>March 24</td>
<td>Barbara M. Ireland Community Room</td>
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<td>April 28</td>
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<td>May 26</td>
<td>Barbara M. Ireland Community Room</td>
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<td>June 23</td>
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<td>July 28</td>
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<td>August 25</td>
<td>Barbara M. Ireland Community Room</td>
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<tr>
<td>September 22</td>
<td>Barbara M. Ireland Community Room</td>
</tr>
<tr>
<td>October 27</td>
<td>Barbara M. Ireland Community Room</td>
</tr>
<tr>
<td>November 17</td>
<td>Barbara M. Ireland Community Room</td>
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</tbody>
</table>
December 15  Barbara M. Ireland Community Room

*Action requested:* Approve proposed CPL Library Board 2009 meeting dates as presented.

**Approved six in favor, none opposed.**

- **Amend Section 17.1 of the Chili Public Library Personnel Policy**
  As noted in the Chili Public Library Personnel Policy adopted December 18, 2007, “The coordination of all health insurance coverage, including dental provisions, shall be through the Town of Chili, and shall be subject to such modifications as may take place from time to time.” The Town of Chili has investigated health insurance plans that would be more cost effective and offer greater benefits to the town and its employees. *Action requested:* Amend the Chili Public Library Personnel Policy adopted December 18, 2007 to add coverage under the HSA-Compatible Health Plan “Preferred Care MyCare” to be offered with a Health Savings Account.

**Approved six in favor, none opposed.**

- **Approve Maximum Contribution Towards the Health Insurance Premium**
  *Action requested:* Effective January 1, 2009, for the calendar year 2009, the Library will pay the following maximum monthly contribution towards the health insurance premium: single - $385; two person - $700; parent and children - $775; or family coverage - $805, and the employee will pay by payroll deduction, the balance of the premium cost, if any; or if they wish to pay the town directly, the balance of the premium must be paid in advance by the 20th of each month preceding the period coverage.

- **Funding Health Savings Accounts - 2009**
  In order to offer existing employees and eligible retirees a consumer driven medical plan, the employer needs to make a significant contribution effective January 1, 2009. *Action requested:* The employer will contribute six months of its’ share to the Health Savings Account effective January 1, 2009 with the balance of the employer annual contribution to be funded monthly over 12 months; and this funding shall be for the year 2009 only.

  *The two health insurance motions were combined for a single vote: Approved six in favor, none opposed."

State News

- **Nothing new to report.**
System News

- **Trustee Training - Library Districts in New York State**
  
  **Date:** Saturday December 6, 2008; **Time:** 10:00 am – 12:00 noon
  
  **Location:** Irondequoit Public Library – Evans Branch on Cooper Road
  
  Libby Post, President of Communication Services, will speak to MCLS member library trustees about Library Taxing Districts during this program. Post helped 28 out of 30 libraries in the Mid-Hudson Library System win their referendum campaigns in 2005-06 through her innovative Library Campaign Training Institute, and has also successfully managed the building referendum campaign for Saugerties Public Library, garnering 64% of the vote. A seasoned campaign consultant, Post also has over 20 years of experience in not for profit branding, marketing, public relations and fundraising. She is now taking her electoral campaign experience and putting it to work for libraries and library systems.

Committee Reports

**Long Range Planning**

None.

**Budget**

None.

**Personnel**

None.

**Grants**

None.

Old Business

None.

New Business

Mr. Lechner reported the renewal of CD’s 12049107 for $5,725.77 and 12048976 for $13,537.08 for six months at Eastman Savings and Loan.

Mr. Myers made a motion to move the CPL Board established capital reserve fund of $52,000 into the general reserve as it is no longer needed with Representative John’s state grant.
Approved six in favor, none opposed.

Mr. Baker reported that he will meet with Supervisor Dunning on November 25th at 9:30AM to discuss CPL participation in the Town’s long range capital planning process and asked interested CPL Board members to attend if their schedules allowed.

Mr. Baker provided a draft of a letter to Chili’s State Representatives to present CPL’s interests in the State budget negotiations which was signed by Mr. Schuler. Mr. Lechner commented that the letter was well done.

Comments from Guests

None.

Mr. Schuler adjourned the meeting at 7:15 PM.

Next meeting date/time: December 16, 2008 at 6:00 PM CPL Barbara M. Ireland Community Room.
Meeting Minutes, Chili Public Library Board of Trustees Meeting-APPROVED
December 16, 2008

Board of Trustees:  Ed Schuler (President), Glenda Melville (Vice-President), James Lechner (Treasurer), Charles Havens (Secretary), Judith Kharbas, Christina Reece, James Myers
Library Director: Jeff Baker
Town Liaison: Michael Slattery
Friends representative: Sandy Roether

Members of the library staff thanked Mr. Schuler for his service as CPL Board President. President Schuler convened the meeting at 6:10 PM.

Approved minutes of November 18, 2008 meeting by seven in favor, none opposed.
Approved abstract: $19,203.97 by seven in favor, none opposed.
Approved the meeting agenda by seven in favor, none opposed.

Communications

Guests/Public:
None.

Town Board Liaison:
Mr. Slattery: thanks to Mr. Schuler – his leadership has been refreshing.

Mr. Slattery also handed out copies of a news article from Palm Beach Florida discussing the surge in library usage there similar to that observed at Chili and other MCLS members in the economic down turn.

Friends Representative:
None.

Director’s Report – December 2008

Board, Director, Public Officials and Guest’s discussion as noted.

General Information:
• Full Staff Meeting – Friday, January 2, 2009 at 9am.
• Friends of the CPL Board Meeting –Tuesday, January 13, 2008 at 6:30pm.

Follow Up Items:
• Library District Workshop Review – Jim Myers, Jim Lechner, Judith Kharbas and Jeff Baker attended the December 6 trustee workshop, Library Districts in New York State.
Libby Post, the speaker, was very insightful describing the differences between the different types of Library Districts and explaining marketing techniques.

Ms. Kharbas: Ms. Post would be an excellent consultant as Chili considers the Libraries future needs.

In 2009 MCLS has planned the following trustee workshops: January 9, Digital Photography; March 7, New Trustee Orientation; May 9, MCLS Finances; September 12, Legal Responsibilities of Trustees; November 7, Training day – content to be announced.

- **Assembly member Susan John** – Jim Lechner and the director will share how their meeting with Assembly member Susan John went at her local office on Thursday, December 11.

Mr. Lechner: Assembly member John is very knowledgeable and was very open concerning the financial crisis confronting the State. She indicated a willingness to support libraries as much as possible but the constraints are significant; the anticipated economic stimulus package is expected to contain support in some form.

- **MCLS 2009-2011 Contract Approval** - The Monroe County Library System Library Board contract with member libraries has been updated and reviewed by the Director’s Council. It has been approved by the MCLS Library Board at their November 17th meeting. Member libraries are asked to approve the document. At the November library board meeting, the library board requested the director provide a copy of the MCLS Internet Policy Statement that is referred to in the contract. The policy has since been distributed. The contract covers January 1, 2009 – December 31, 2011. **Action requested:** Approve the MCLS 2009-2011 Contract

**Approved seven in favor, none opposed.**

**New Items:**

- **Purchase of Network Switches** - The Monroe County Library System recommends member libraries convert their hubs to switches to improve network performance dramatically. The Chili Public Library has 2-24 port 10/100 hubs for our internal network. The hubs impact throughput of our network, especially with video traffic on the network, whereas switches help isolate the traffic from being seen on all network ports, thus improving network efficiency. The cost to replace the 2 hubs is estimated not to exceed $6,000. It is requested that this be paid for through CPL Memorial Funds in 2009. **Action requested:** Approve the purchase of network switches not to exceed $6,000 to be paid through the Memorial Fund.

**Approved seven in favor, none opposed.**
• **Teen Blog** - A new Teen Blog has been created by the Teen Librarian. The blog can be accessed from the library’s homepage. The blog is a place for teens to find out what's happening in their library, what new books we have, or for them to leave comments regarding their thoughts about the library. There is a twittering section on the page as well.

**State News**

• **Message From NYLA Legislative Chair Kathy Miller** – “To all local library advocates: Good news! The $20 million cuts in library aid proposed by the Governor will not happen this year and the remaining library aid is being released. My thanks to all local library advocates who took the time to contact their legislators by phone, fax, visits, or through the NYLA website, and those that went to Albany for the November 18th Rally. You DID make a difference. Advocacy does count. Everybody benefits from this library aid...public and school libraries through their system, academic libraries through CCDA and Conservation/Preservation aid, all libraries through the subsidy that pays for needed medical information.”

*Mr. Baker: Governor Patterson’s proposed 2009 budget contains an 18% decrease which will be a significant issue for MCLS.*

**System News**

• **MCLS Interim Director** - RPL-MCLS Director Selection Committee has selected Paula Smith to serve as Interim Director on a part-time basis, beginning on Monday, December 29, 2008 for a short time until a new Director is appointed. The RPL-MCLS Director Selection Committee is currently in the process of reviewing materials submitted by candidates. The Selection Committee is comprised of representatives from the RPL and MCLS boards of trustees, the MCLS member library directors, the County, and the City.

**Committee Reports**

**Building**

Mr. Baker and Ms. Kharbas met with Supervisor Dunning on November 25th and he supported initiating additional study of the need for potential expansion.

**Old Business**

None.
New Business

A motion was made to elect CPL Board Officers for 2009:

Mr. Myers – President
Ms. Melville – Vice President
Mr. Lechner – Treasurer
Mr. Havens - Secretary

which was approved seven in favor, none opposed.

A motion was made to nominate Mr. Steven Ziblut as a Chili Library Board Trustee for a five year term starting January, 2009 and this was approved seven in favor, none opposed. T

These actions are to be communicated to the Chili Town Council by Mr. Havens for their action as needed.

Comments from Guests

None.

Mr. Schuler adjourned the meeting at 7:25 PM.

Next meeting date/time: January 27, 2009 at 6:00 PM CPL Barbara M. Ireland Community Room.