

AURORA TOWN PUBLIC LIBRARY

BOARD OF TRUSTEES

October 23, 2012, 3:30 pm

Present: Alice Askew, Deborah Carr-Hoagland, George Oliver, Al Fontanese, Carol Griffis, Director Rob Alessi

1. **Personnel:** A motion was made (AF, GO) and carried to enter into executive session in order to discuss an issue regarding the extended medical leave of a staff member. A motion was made (AF, GO) and carried to resume regular session. A motion was made (AA, CG) to permit the expenditure of up to an additional \$4300 from Volker funds to cover staff salaries if needed.
2. **Minutes** of the regular meeting, September 11, 2012 were approved as corrected. (GO, AA). Change 'Francis' to 'Frances' in part 6 f and add 'regarding an extended medical leave' to part 7.
3. **Treasurer's report and monthly financial statement:** approved as submitted. We are extremely grateful for Alice's generous monthly donation.
4. **Director's report:** for September, 2012 was approved as written (AF, CG). Windows have not yet been caulked nor ramp melter system examined.
5. **Reports of Interest**
 - a. Community Awareness Campaign for the Budget was apparently a success in terms of the number of postcards returned - we must now contact County Legislators.
 - b. Circulation of ebooks and physical materials. Rob has compiled statistics comparing the two. From Jan-Aug 2012: Physical materials account for 95.7% of circulation, electronic media downloads stand at 4.3%. There were 233 Wifi logins in the month of September.
 - c. *Friends of the Library* met on October 17th. Among their many donations they agreed to pay for a wireless remote control for the projector just in time for the Zoo program later in the day.
 - d. ACT meeting is scheduled for Saturday, November 3rd. (Time and place TBA)
 - e. This is *National Friends of the Library Week*. A basket of apples is at the front desk.
 - f. A member of the E. Aurora Art Society has been in to see our refurbished public meeting room and they will gladly schedule displays in the near future.
6. **Old business**
 - a. **Roofing/Porch:** The roof reconstruction is beginning. Safety installations were put in place on Friday and Monday. Supplies and a dumpster have been delivered. Staff and patrons have begun parking across the street on Whaley. Rob has submitted articles to the *Bee* and the *Advertiser*. The workmen will make every effort to do the noisiest part of the work early in the mornings, before the Library is open. At the Town Board meeting last night, approval was given to purchase two new doors for the back porch.
 - b. Rob is getting three quotes on replacing the bathroom floor tiles.
7. **New business**
 - a. A motion was made (DCH, AF) and carried to nominate Alice Askew for a full 5 year term on this Board. Deb will submit the nomination to the Town Board.
 - b. Special District Library proposal has seen a fair amount of misunderstanding among town supervisors and others. CEN staff is doing its best to correct the erroneous information which is apparently circulating.

- c. The Benderson Corp. has found a new storage area for the Friends. Rhoda Zucker has moved all book sale materials to the former TCI storefront on Grey St. In the event that this space gets rented, the Friends intend to use the warehouse area of the Southside Municipal Center.
- d. A fundraiser to benefit all the libraries will be held on November 16th at the new Hotel Lafayette. The event is being sponsored by *Young Professionals*.
- e. A motion was made (CG, GO) and carried to accept the *Anti-Harassment, Bulletin Board* and *Distribution* policies as developed by the system board.
- f. New Year's Eve Holiday hours will be 10:00 am to 5:00 pm.
- g. Rob distributed copies of the proposed calendar for 2013 which maintains the same number of total hours as this year. A motion was made (DCH, AF) to adopt that calendar.
- h. Rob distributed copies of the 2012 Facility Assessment Report. We will review and discuss at the next board meeting.

Meeting adjourned at 5:15.

Carol Griffis, secretary

Next scheduled meeting: November 27, 2012 at 3:30 pm.