

AURORA TOWN PUBLIC LIBRARY
BOARD OF TRUSTEES
May 27, 2014, 3:30 pm

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

1. Comments from the audience-none
2. The **minutes** of the meeting, April 8, 2014, were approved as written. (AA, DCH)
3. The **Treasurer's Report** and monthly financial statement, April 2014 were approved as submitted. (GO, AA).
4. **Director's Report**, April 2014, was reviewed and approved. (CG, GO). Regrettably, patron attendance has been in decline for the entire system.
5. Reports of Interest
 - A. The audit being conducted by the county legislature includes a review of communications and expenses regarding the Library District studies. B&ECPL has been doing research for a number of years, and the decision has been made that the Library District Initiative is the best way to govern the libraries in the future.
 - B. **Friends** semi-annual meeting was on April 23, 2014, Alice and Rob attended. Plans for the annual book sale & basket raffle were finalized. Rob gave rundown on how *Friends* recent contributions have been used.
 - C. ACT meeting, May 3, 2014. None of our Trustees were able to attend.
 - D. Joint Planning Committee & Executive Committee Meeting - May 8, 2014- Discussion of the Library District Initiative.
 - E. System Trustee Michael Amodeo is seeking volunteers for a 'working group' by May 30th. The purpose of the Group is to plan for securing long-term financial stability. George Oliver would like to be a part of that group. Rob will inform Mary Jean Jakubowski of George's willingness to serve.
 - F. Book Sales - Town DPW workers picked up and delivered 2 flatbed trailers-full of library discards this morning by passing the boxes thru the window. They also picked up tables from the Presbyterian Church; AMVETS will take the left-overs from the Discards sale. The *Friends* set-up starts on June 9th at the Presbyterian Church. Members of the Boy Scouts and the Moose Club will also be helping out.
 - G. Payment of fines by credit card will require a minimum of \$5 as smaller amounts cost us more in fees than the fine.
 - H. Fines and fees in excess of \$25 (down from \$50) will be submitted to 'Unique Management', the collections agency used by B&ECPL. Whether materials are returned or fines are paid, the library benefits. These policies go into effect in early June.
 - I. The Keuka college student doing the survey of selected ATPL patrons will share the results only with us and her professor.
6. **Personnel:** a motion is made at 4:15 to enter into executive session in order to discuss the release of an employee (AA, GO). Regular meeting resumed at 4:20. New Page, Ariel Neitch is performing beautifully and is excellent with the children. Among Senior Pages, Mark Nowak is returning for the summer, starting next week & will be useful during vacations.
7. **Old Business:**
 - A. The 2012 Construction Grant has been fully and finally utilized. The masonry work is finished. Furnace and AC jobs were done in 3 days. The Fire Safety system will be completed in just a few days with testing. Will have over-spent the Grant by about \$45!
 - B. **Book Return unit-** New doors arrived last week and the manufacturer has contacted a local handyman to install them at no cost to us. To be on the safe side, there is a paver stone in place to prevent the door from opening too far. Julia suggests putting a potted plant on top of it, making it more visible and attractive.

8. New Business

- A. The 2013 Comptroller's Report has been finalized and submitted to NYS.
- B. A motion was made and carried to have Carol sign the Authorization of the 2013 group 990 Return of Organization Exempt From Income Tax. (AA, GO),
- C. With changes to the NYS Nonprofit Law, suggested Conflict of Interest Policy/Bylaws will be forthcoming at the next meeting for our review and approval.
- D. Sign up started today for summer programs and events. The standard summer reading clubs, 'crafternoon', Lego club, etc. will run from July 8 to Aug 21,
- E. Other: congratulations to Deb on her appointment to the Village Board
- F Testing and monitoring of the Fire/Safety system once a year could come from Local budgeting and will cost about \$400. Rob reviewed a check list of small chores that need attention with Pat Blizniak who is now in charge of building maintenance. Dave Gunner is in charge of the lawns, parking lot and sidewalks. The corner of fence was damaged today and gutter damage was noticed as well. Rob regularly submits work-orders to Town. He would like to find a new way to allocate/arrange parking spaces. Occasionally a car gets blocked in in the dog-leg portion.

Adjourned at 5:15.

Carol Griffis, secretary

Next regularly scheduled meeting: June 24,2014 at 3:30pm.