

AURORA TOWN PUBLIC LIBRARY

BOARD OF TRUSTEES

October 22, 2013, 3:30 p.m.

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

1. Comments from the audience - none
2. Minutes of the Regular Meeting, September 12, 2013 were approved as submitted (GO, AF).
3. Treasurer's Reports & Monthly Financial Statements, September 2013 were approved as submitted (CG, AF).
4. Director's Report, September 2013 was reviewed and accepted (AF, AA). Meeting room usage shows an increase because CEN has asked that tutoring sessions be recorded.

5. Reports of Interest

- a. Bucks for Books Campaign has begun for the season. The brochure *Give the Gift of Reading* includes a nice photo of Deb. Funds raised are shared among system libraries.
- b. Town restriped the parking lot but did not have funds to have it sealed this season. Handicap parking logos and back stairs (edge only) will be painted as well. Town workers are looking into installing a drop-ceiling or lowering the light fixtures in the furnace room and possibly putting in a half-wall in order to keep stored items at a safe distance from the furnace.
- c. NYLA Recap: Rob attended three study sessions at the NYLA conference on September 27.
- d. Special District Library Planning Committee Meeting Recap – Oct. 10- George was the only person attending who represented a contract library. He reported that 19 of the 22 have signed and submitted the MOU. Three others are expected to give a positive response after their concerns are addressed. One has firmly declined.
- e. Friends Meeting on Oct. 23 at 10am. Rob and Alice will attend.
- f. ACT Meeting – Nov. 9 @ Clarence 9:30am – 12pm. George and Carol plan to attend.
- g. Other – Last week, Rob, Maria and retired staff Lee Ainsworth-Mahaney, Nancy Lewis and Joan Elevich got together to look at old photos to date and identify the people in them. Many important documents relating to library history have been scanned and originals will be stored in archival folders.

6. Personnel: Senior Page Gretchen Phillip resigned effective last Friday. New Senior Page Mary (Kit) Pitkin will start in early November.

7. Old Business

- a. NYS Construction Grant (2012) – Roofing/Porch Project Update: Done. Supervisor Jeffe phoned last week to say that she would like to have the exterior lighting (+/- \$5000) and fire safety system (+/- \$8000) jobs done by the end of the year, pending Town Board approval. NYS also will permit masonry repairs under Grant requirements but the Town must wait on the next budget cycle.

b. Book Sales: Rob took a survey among other libraries and had 12 responses with quite a variety of methods among them. We can conclude that our Discards and Friends annual sales are the best for our needs. He will share his findings at the next meeting of Directors.

8. New Business

a. Material drop box replacement: Town Building Inspector, Pat Blizniak, indicated that it is illegal to lock or to block the foyer/meeting room door with the empty drop box. The current drop box only holds up to 400 books and needs to be emptied often. Staff empties it multiple times a day when we are open and usually once or twice a day when the library is closed. A **motion** was made (AF, GO) and carried unanimously to spend up to \$8,500 for a new double cart drop box. Tomorrow at the Friends meeting, Alice and Rob will ask for a contribution from them. The safety issue will be corrected with a new double cart drop box and alarm on the meeting room door.

b. A **motion** was made (AF, AA) and carried unanimously to approve the *Confidentiality of Library Records, Gift & Donor Recognition, and Collection Development policies* as revised. They are modeled as closely as possible to the policies passed by the B&ECPL board.

c. A **motion** was made (CG, GO) and carried unanimously to nominate Deborah Carr-Hoagland to another 5 year term on this board. Alice will submit the nomination to the Town Board.

d. There have been two requests for using the meeting room for which Rob would like input from the Board. Rob is waiting for additional information from CEN on one which has a religious association. We are uncomfortable about approving the other.

Meeting adjourned at 5:30.

Carol Griffis, Secretary

Next regularly scheduled meeting: November 26, 2013 at 3:30pm