

AURORA TOWN PUBLIC LIBRARY

BOARD OF TRUSTEES

March 21, 2017 @ 12:30

Present: Deborah Carr-Hoagland, Richard (Dick) Wiesen, Alice Askew, Kara Spencer-Ching, Carol Griffis, Director Rob Alessi

1. Motion was made and carried to enter executive session at 12:30 in order to discuss Director's Evaluation. Motion made & carried to end exec session at 1:30. Discussion to be continued because of time constraint.
2. Comments from the audience – none
3. Minutes of the meeting February 14, 2017 were approved as corrected. (AA, DW)
4. Treasurer's Report & Monthly Financial Statements, February, 2017 were reviewed and accepted. (DW, KS-C) We are now seeing details of the County EAU checking account.
5. Director's Report, February 2017 was reviewed and accepted. The decline in circulation, though disappointing, is on par with the rest of the System. There are about 8,200 library card holders in EAU, which serves a population of approximately 16,000. (KS-C, AA)
6. Reports of Interest:
  - a. New Online Catalog is generally well received.
  - b. Portions of the new *B&ECPL System Goals & Objectives 2017-2021* might be useful for us to incorporate into our local *Goals*.
  - c. The NYS Gov. proposed budget calls for a 4% decrease in Library aid for FY 2017-2018. NYS Senate and Assembly budget proposals each call for increases.
  - d. As a result of the B&ECPL year end fund raising appeal, our local allocation is \$500. Julia selected two new magazine racks for the children's area and a cushion seat.
  - e. A large portion of the electric sidewalk heating cable is no longer working. Repairs would be quite expensive and involve tearing out most of the concrete. Town employees have been very diligent about clearing snow and ice as necessary.
  - f. Rob has been invited by Donna Border to be guest speaker at the local PEO in November.
  - g. The next meeting of ACT is on Saturday April 8, 9:30 @ Lackawanna. The morning presentation will focus on potential changes in New York State Minimum Standards for Public Libraries. At noon, Gerry Murak returns to assist with Strategic Planning. Rob will be learning more at the next meeting of Contracting Library Directors.
7. Personnel
  - a. The Payroll Report through PP4 is received.  
One p/t staff is tendering her retirement but intends to return immediately.
  - b. Two staff have requested medical leave. One for 6 to 8 weeks the other for 3 months; both beginning in May. Rob has asked for assistance from HR in arranging for coverage and funding for substitutes.
8. Other business

- a. *Friends* have been informed that the current storage area at the Glead Ave. facility will no longer be available after the end of June. Rhoda is asking Benderson Co. if the old Zinck's store or some other location is available.
- b. Fireplace: Rob received an estimate from Countryside Stove & Chimney. Rob is asking for some clarification on certain lines from the quotes we have. If we can keep the cost below \$5000, we can proceed w/o any additional quotes. We should be able to ask the *Friends* for a gift toward the fireplace at their next meeting, April 26.
- c. Library Open Hours: at our request, Rob has been looking into extending the hours we are open from the current 43 per week to 49 (winter schedule). One way to accomplish this is to reduce the number of 'work hours before open' to about 12. Implementation is complicated by the requested leave of two staff members.

Meeting adjourned at 3:15.

Carol Griffis, secretary

Next meeting April 25, 2017 at noon.