

Minutes of the George F. Johnson Memorial Library Board meeting of
Thursday, July 12, 2007

- I. Call to order by President Chris Ryan at 7:02 P.M.
Present: Paul Del Rosso, Alan Katz, Chris Ryan, Patrick Schafer, Sara-Jo Sites, Yvonne Slate, Library Director Ed Dunscombe, and Village Liaison Priscilla Garringer. Excused: Denis Kovalich, Marie McLean-Yurecka, and Jan Pecen.
- II. Reception of visitors: None.
- III. Approval of minutes from June 14, 2007: Yvonne moved to accept, Sara-Jo seconded, carried unanimously.
- IV. Manifest of Bills #2 for July, 2007: Alan moved to accept, Patrick seconded, carried unanimously.
- V. Financial report: Balance of \$931,627.09 in Library Funds as of 6/30/2007. Final expenditure and revenue reports for FY 2006/07 were submitted. Revenue report not provided by Village as of meeting date. Alan moved to accept, Paul seconded, carried unanimously.
- VI. Old Business:
 - a. Elevator project: Ed reported excavation began July 10 and that an unexpected concrete slab was found about ten feet deep. Neil Smith, retired library maintenance man recalled that an aquifer was hit during original library construction in 1966, and it was covered in concrete. A soil expert is studying the situation to determine how best to proceed, as the sand found beneath the concrete is unsuitable as a base for construction. Our architect and general contractor are confident work will be able to proceed. No indications on cost impact.
 - b. Property/Liability insurance: Coverage is for replacement cost. Ed noted the 2007 library cost is near double last year's and has asked the Village Treasurer for an explanation.
 - c. Envisionware: Time management function has still not been implemented due to 4cls staff working on a few bugs. A Computer Policy Committee was formed to review Ed's recommended policies. Sara-Jo, Yvonne and Ed will report back in September.
 - d. Board President Archives: The scanner has been received. Ed will look into posting 2007 Board minutes and the 2006 Annual Report to the Community on the library web page. Ed suggested Chris, Marie and any other interested ex-Board Presidents think about what documents they might like to have accessible on an intranet.
 - e. Collection agency: Ed reported satisfactory statistics have not

been received from 4cls. Chris volunteered to call 4cls directly. Brief discussion of what statistics are needed.

f. 4cls automation fee formula: Ed provided the Board with a review of how the fee is determined and an overview of 4cls automation services.

g. County/Town funding: Extended discussion of situation. Ed noted check has still not been received from Town. Chris circulated copies of a proposed joint letter addressing Board concerns to Town of Union. Chris will make revisions; circulate to Board and to Your Home Public Library Board before mailing. Chris also noted passage of two pieces of State legislation clarifying 414 and school district library funding initiatives, both affirming pro-library positions and both growing directly out of GFJ Library history. Chris has drafted a thank-you letter to Senator Farley and Assemblyman Eddington, which the Board requested he also copy to Senator Libous and Assemblywoman Lupardo.

h. Community Development Block Grant: Ed circulated notification from Town of Union Planning Director Paul A. Nelson regrettably rejecting the GFJ library's grant application for the elevator/lift accessibility project. Ed will contact the Town and request minutes from the Town of Union Citizens Advisory Council for Community Development, the entity which makes grant determinations.

VII. New Business:

- a. Prior approval on spending: Brief discussion of merits of having Board pre-approve expenditures above a certain amount. Paul volunteered to review past manifests of bills and report back to the Board in September with recommendations.
- b. Broken window incident: Ed reported on a large window which at front of library/Children's Room was broken late June 20/early June 21. No sign of entry or theft. Sentry Alarm will present recommendations on improving security in time for the September meeting.

VIII. Other Business/Committee Reports:

- a. Long range plan of service: Chris indicated the Committee will make a report to the Board at the October meeting. Ed suggested staff input on service aspects of the plan, and Sara-Jo agreed to assist. The Board will focus on strategic/management/financial issues. Chris and Ed noted the Board should continue to think about Special Legislative District vs. 414 funding. Chris

volunteered to contact NYLA to learn how other 414 libraries have settled this question.

b. 414 Committee: No report

c. Special district committee: No report

d. Gates Foundation grant: Ed reported he had responded affirmatively to the grant offer from the Bill & Melinda Gates Foundation for assistance in updating/adding public access computers.

VIII. Adjournment: Alan moved to adjourn at 8:45 PM, Sara-Jo seconded, carried unanimously.