

BOARD OF TRUSTEES MEETING

May 20, 2009

6:30 pm

MINUTES

CALL TO ORDER: Chris Hansen who presided called the meeting to order at 6:45 pm.

Present were: Arlene Roberts Grant and Danna Wood-Webb, Trustees.

Also present were: Rob Colouri, Assistant, WLS, SIRSI/Links; Mary Ellen Forte, WLS Trustee Board Member; Gary Newman, CSEA Unit President; Scott Griffith, and Cheryl Thomas, Library Staff; Opal Brown Lindsay, Director; Karen Preuss, Assistant Director; and Mary Harper, Administrative Assistant.

MINUTES:

The Minutes of the meeting of April 15, 2009 were approved without exception.

COMMUNICAITONS:

The Board was shown a copy of a letter banning a patron from the Periodicals department for 6 months due to destruction of materials.

PERIOD OF PUBLIC EXPRESSION:

Gary Newman said that he had been reelected as the CSEA Unit President. Cathy Webb and Christopher Williams were also reelected as officers.

Mr. Newman stated that in order to move forward the current CSEA contract negotiations should be fair and honorable.

He said that the next contract mediation is scheduled for June 26, 2009 at the CSEA Local.

Cheryl Thomas said that as shop steward she is concerned about safety and security. She said that last Wednesday an employee was stuck in the elevator and the fire department was not called. People could have been injured. She said that this is a safety concern.

WLS TECH PLAN:

Rob Colouri said that a total of eighteen (18) PC's had been replaced in the library.

Mr. Colouri said that the current cost for the library PC's was a \$1,500 technical fee the first year and \$750.00 every year thereafter. The price is determined by PLDA.

There were questions regarding purchasing versus leasing of new library computers.

Mr. Colouri explained the WLS structure for purchasing and replacing library computers. Computers purchased through WLS will be repaired at no additional charge and replaced automatically every 3 to 4 years.

The library owns two kinds of PC's; WLS and library owned. WLS charges for library owned PC's to be on the network. This includes wireless access, data lines and 10 meg fiber optic conversion.

There are no Mount Vernon Library PC's under the current pricing structure of WLS. Any new PC's will be under this pricing structure. Rob Colouri said that the goal is to eliminate library owned PC's.

If WLS helps the library to get laptop computers for patron use the cost will be the same as the current pricing structure. These computers can be operated over the current wireless network.

Although WLS is seeking to upgrade its wireless support, it is felt that the wireless structure is not meant to support a large number of users at one time.

It was suggested that the library compare its resources to what WLS is offering.

Mr. Colouri said that if the WLS machines were pulled, this would take away a lot of the library services. This would cost the library a lot of money.

Arlene Grant felt that ILL is needed, but questioned the cost of supporting the hardware on an annual basis. When the computers are purchased versus leasing them; they are typically more expensive.

Mr. Colouri said that replacing them would be part of the \$750.00 per year WLS would charge.

WLS does not currently supply printers because it is hard to find a uniform printer that would support every library.

Currently the library has thirty five (35) WLS owned computers and thirty (30) Mount Vernon Public Library owned computers.

Rob Colouri recommended switching the Mount Vernon computers to WLS computers at the beginning of the year to save costs.

Computers are usually repaired after three years as a capital write off; rather than the five (5) years for some leased computers.

It was suggested that the computers at Mount Vernon receive heavy usage and may have to be replaced/repared more frequently.

#### WLS TRUSTEE REPORT:

Mary Ellen Forte mentioned the efforts of WLS to create a coalition of trustees, friends and the foundation in order to get money coming into the libraries from the stimulus money.

The Book and Author Luncheon went well. WLS felt that more support could be had if the addresses of the Friends and Foundations were known.

WLS is moving ahead with its 50<sup>th</sup> Anniversary celebration. A gala had been planned but the financial support from corporations did not come in. The event was pared down to a celebration at the Annual Trustees meeting in the fall.

#### FRIENDS:

The Friends of the Mount Vernon Library held a bake book and bake sale. The first day saw a lot of people. There was an overall good response.

Banners were placed outside to inform people of the event.

Gary Newman suggested that a formal period should be set aside for the staff to go through to search for books.

Karen Preuss said that the Seattle library had preview parties, along with a silent auction for its book sales and raised about \$15,000 every year.

#### DIRECTOR'S REPORT:

Opal Brown Lindsay reported the following:

A visit with Councilman Yuhanna Edwards provided an opportunity for the director to fully address the questions the City Council had in order to strengthen support for the library.

The library sponsored a foreclosure workshop at the library. The program was held in conjunction with News 12, the New York Times and the Journal News. Participants at the library program were able to skype into a town hall meeting being held by News 12 at the same time.

The library held its Camp Fair. There were lots of attendees and the program was well organized. Mary Ellen Forte said that the patrons were pleased and that she had seen notices about the fair everywhere.

Opal Brown Lindsay met with the director of the Youth Shelter for a tour. They were encouraged to have classes at the library.

Opal Lindsay was contacted by One Stop Employment to have a job fair at the library.

Karen Preuss said that the library is close to having a new logo. She is asking the designer to make some small changes.

The Friends of the Library sponsored a draw your library contest. Over one hundred applications were received from students in grades 3-6 and displayed in the Children's Department. An awards ceremony was held on April 17<sup>th</sup> at which time twelve students received certificates.

The Week of the Young Child featured story times in Spanish and English. There was a Pajama Story time on April 23 sponsored by the Westchester Jewish Community Services.

Receptions were held for the "Power of the Body: Selections from the African Collection of the Neuberger Museum which is on display in the library rotunda. Exhibit curator Marie Therese Brincard was on hand to talk about the exhibit.

The library participated in an Earth Day cleanup on Saturday, April 25<sup>th</sup>. Staff and volunteers picked up trash around the building.

City Hall held a green initiative program at the library on April 29, 2009. Planning Commissioner Jeffery Williams and Deputy Chief of Staff Brian Bochow outlined the City's plans for "greening" city services.

#### FINANCIALS:

Line items in the budget were discussed, such as the salary line and the capital budget. Some line items that were paid from the library account should have come from the capital budget.

The large amount of money spent on repairs to the building also was discussed

These questions as well as audio visual and the CLDA budget will be directed to Mrs. Gayles at the next meeting.

The April 2009 Bills and Payrolls totaling \$277,915.32 properly certified by the Director and reviewed by Danna Wood-Webb and Arlene Roberts Grant were approved by the Board of Trustees and requested paid.

The checks are numbered #019368-019418 (payrolls), #55755-55793 (payrolls, petty cash), and #030096-030137 (bills).

#### REMARKS OF THE TRUSTEES:

Danna Wood Webb said that interviews had been conducted for two potential candidates to fill the vacant trustee positions. It was hoped that candidates would be selected by the end of May.

NEW BUSINESS:

There was discussion regarding board meetings during the summer.

The Board decided that it will meet during June and July, but will forgo meeting during the month of August.

The board must adopt a policy for the library's credit card.

EXECUTIVE SESSION:

The Board entered Executive Session at 8:10 pm.

The Board returned to public session at 8:25 pm.

No decisions were recorded.

ADJOURNMENT

The meeting was adjourned at 8:25 p.m. without objection.

Respectfully submitted,

Secretary