

# Tuckahoe Public Library Board of Trustees

## Meeting Minutes

Monday, September 19, 2011

**Call to Order:** 7:02 p.m.

**In Attendance:** Alison Chilson, Debbie Coppola (Library Director), Ginger Crosby, Christine Ferrante; Stephen Quigley (Tuckahoe Village Board liaison)

**Signing of Vouchers:** July 2012; Vouchers: \$20, 610.96 (includes Westlynx) T&A: \$422.34; August 2011; Vouchers: \$2, 233.65 T&A: 806.80 September 2011; Vouchers: \$3, 3007.87; T&A: \$1,005.03

### **President's Report:**

Approval of June 2011 Minutes. Motion to approve Christine; 2<sup>nd</sup> Ginger. All in favor.

### **Library Liaison Report:** Stephen Quigley

\*Monthly Library calendar: Mr. Quigley to highlight:

One – One Computer Training: 10/19; 10/25; 11/2; 11/16 11 am-2 pm

M. Angela Lynch-Clare Author of **White Chocolate** – 10/11 at 11 am

Basics of Photography: 10/19 at 6:30 pm

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### **Director's Report:**

\* Tuckahoe Library Board Trustee Angela Carapella tendered her resignation to the Board effective immediately due to personal reasons.

\*Circulation Statistics: June 2011: 7,623, down from 7886 (2010) and up from 7437 (2009)

July 2011: 8537, down from 8956 (2010) and down from 8965 (2009)

August 2011: 8896, up from 8019 (2010) and up from 7901 (2009)

- Ginger and Debbie reported on the WLS Institute- Increasing the Relevance and Value of Your Library “Through Branding”. James Keller presented ideas about developing a brand for the Library. This would involve thinking about who makes up the Library’s market and developing a strategy position statement and planning 3-5 objectives with a time table. These would be set with SMART GOALS .

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- Christine and Debbie attended the WLS Trustee Institute - E-Books. The board discussed the possibility of buying Kindles and lending them out for two week periods .There are several options available to provide e-Book services to clients. Nooks may be used with different services and the Library. Kindles may only be used with Amazon. WLS will be partnering with Barnes and Noble. It was suggested that this area of Library service might be a possible project for the Friends of the Library to support.
- The Tuckahoe Library received a \$2,000 WLS grant for a special project to strengthen programming and services for primarily non-English speaking adults. We will be working with Literacy volunteers to achieve this goal.
- A new Teen Librarian has been hired for 14 hours/per week effective 9/23/11. The new Librarian has been a volunteer at the Library and is currently enrolled in Library School.
- The Board reviewed the semi-final actuals for the 2010-2011 expenditures vs. budget for the 2010-11 Budget. Further discussion/clarification is needed from John Pintos. Debbie and Christine will follow up and present at the next meeting.
- A Library patron would like to host a spring trip to Italy with other patrons of the Library. The Library would receive \$1500.00 from the Tour Company. Debbie will check with Village attorney about any legal issues involved. A suggestion was made that the Friends of the Library might host this project.
- Discussion to join NYLA was tabled until next month.
- Mayor Ecklund will find out pro-rated fee for cleaning services for the Library from the Village contract. Stephen Quigley will speak with Mayor re: liability of the Library using non-Village affiliated cleaners. Mayor Ecklund will also see about getting a large recycling receptacle for the Library.
- Debbie met with Amy Paulin, who will look into the possibility being able to participate in the 25/75% contribution for “Construction Grants for Libraries” rather than the 50/50%.
- The Rules of Conduct for TPL were reviewed. A motion to approve the Rules was made by Christine. Alison 2<sup>nd</sup>. All in favor.
- The Museum passes update was tabled until next month.

**Old Business:**

**\*Friends of the Library Update:**

**No update.**

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**Public discussion: Limit to three minutes per person.**

None.

A motion was made to adjourn the meeting at 9:01 pm. Christine 2<sup>nd</sup>. All in favor.

**Submitted by: Alison Chilson, V.P**