

**MEETING OF THE BOARD OF TRUSTEES
OF THE TOWN OF PELHAM PUBLIC LIBRARY**

530 Colonial Avenue

Pelham, NY 10803

February 8, 2012

7:30 p.m.

Board Members Present:

John Lent, Steve Swanson, Jane Azia, Peter Monaco, Paul Osmolskis,
Everett Potter and Margaret Young.

Also Present: Library Director Patricia Perito and Town Liaison Dan
McLaughlin.

Not present: Jack Kaufmann, Theresa Brasile, Anne Calder and Jenny Del
Re.

Minutes

The minutes of the January 11, 2012, meeting were approved.

Nominating Committee

Board President John Lent said Steve Swanson's and Everett Potter's
names will be submitted to the Town Board for their first full five-year
Library Trustee terms. Both were filling the unexpired terms of Trustees
who had stepped down. They will be sworn in at the Town Board meeting on
Monday, March 5.

Financial Reports

With regard to the 2011 payroll overage that was questioned at January's
board meeting, library director Patricia Perito reported that it was a
result of inadvertently overscheduling staff in November and December.
John said it might not be apparent during the course of the year that
scheduling discrepancies were occurring. Tricia said she
felt that there is a process in place now to track payroll monthly.

Town Liaison Dan McLaughlin said a question had arisen on the new Town
Board (members were sworn in Jan. 1 following last November's election)
about how the town's portion of expenses is reflected in library
financials. In 2011, the Town actually paid \$592,000 in library
expenses, versus the \$520,000 that was budgeted. (At least some of that
expense was due to additional snow plowing of the library parking lot
during last winter's heavy snows, Tricia said.) John said that the
current system of budgeting Town expenses had been worked out with Joe
Solimine, the previous Town Supervisor.

Dan said that he and other Town board members had not realized until
recently that the Town did not hold the title to the Library building
and that the Town board would like to have a meeting with

representatives from the Library to discuss the Town/Library relationship. John said he would be happy to meet with the Town board.

In other financial matters, Library collections expenditures in 2011 were about 10 percent below budget, but Tricia said she was not sure why. Professional services were only about 43 percent of the amount budgeted, in part because the budget included the services of a treasurer that had not been needed.

Water expenses, which totaled 55 percent of the amount budgeted, are very difficult to forecast, Tricia said. For one thing, sprinkler use was down in 2011. The line item for water has been reduced in the 2012 budget, based on the 2011 experience.

The year-end and December 2011 financials were approved.

Regarding the January financials, Tricia reported that professional memberships have been paid for the year.

The January financials were approved.

Buildings and Grounds Committee Report

Peter Monaco reported that the new lighting fixtures for the main reading room have arrived. Senerchia, the electrical contractor, would like to have a final, pre-installation meeting to go over details. Peter said that meeting could take place on Feb. 20 (Presidents' Day).

Regarding the roof project, Paul Osmolskis said it seems that the bid from V & R is the low bid. He was impressed by the bid from Canopy, but they don't use prevailing wage.

Dan said a question had arisen at the Town about replacing the roof with asphalt shingles instead of slate. Tricia pointed out that the state grant application was for a slate roof. Paul said asphalt would be cheaper, but it would have to be replaced in 30 years, versus 100 years for slate.

Paul believes the next step is waiting for grant approval from the state. Dan said that Ralph Magliuio at the Town was very comfortable with V & R, which has done work for the town, including the library.

Communications Committee Report

Everett Potter said that the Website is live. John, Tricia and he went over the Website to identify issues that still need to be addressed and would continue to do so.

The next project is to set up the e-mail newsletter. Steve Swanson said the Communications Committee would meet to identify next steps.

Now that the Website is up, John said it should not be Tricia's responsibility. Ozzie Coto Chang was identified as the Website manager, and he should begin taking on more of the responsibility for the site. John would like Tricia to report on that at the next meeting.

Collections & Services Committee

Tricia reported that WLS has received enough e-reader orders for a corporate account and that the order has been submitted. The library should receive them in the next couple of weeks.

If all goes as planned, the e-reader program will begin on Mar. 1. We will be getting six e-readers, loaded with titles by genre. Tricia reviewed the terms of the user agreement. The maximum overdue fine of \$25 was discussed, with some Board members questioning whether that was enough.

Program & Outreach Committee

Margaret Young reviewed a summary of programming for 2011. As in prior years, the staff is thoughtful about repeating programs that work, she said, and at working within a limited budget.

The number of programs increased from 262 in 2010 to 296 in 2011, with total attendance rising from 6,919 in 2010 to 8,521 in 2011; part of the increase can be attributed to children's story time, which increased to three times a week.

In children's programming, the Junior League did two separate series of puppet workshops, in March and October. Other highlights were holiday-themed crafts, storytime, the summer reading program and school visits.

For young adults, a Wii series in March was a repeat from last year, but an October movie night series was new.

In adult programming, we did not do any author visits in 2010 but did a series of three in 2011. Book club is a core program, computer classes are a regular offering, and the Creative Aging series has become a core program.

New programs that played a role in increasing attendance were the puppet workshops, bilingual storytime and movies (made possible because of the renovation of the presentation room).

Regarding funding, the library has a \$7,500 programming budget. The Humanities Council pays for the Together We Read program. WLS gives us some money for the summer reading program. The Creative Aging program is sponsored by Lifetime Arts and WLS.

Dan raised a question about competition between the library's storytime program and the Town Recreation Department storytime. He believes there

should be coordination of the two programs. Margaret said she and Tricia would be in touch with Fred Fiorito at the Town to discuss the question.

Director's Report

Tricia reported that the first Fun Friday program went well. About 44 children were signed up for it, supervised by about six teens. The kids played some games and others took part in a craft project. (Lisa Teddone of the Friends spearheaded the program.)

Tricia said that staff were lined up for the next two Fun Fridays.

She requested a change in the Open Meeting Policy to reflect a different web address referenced in the written policy. John said she could make that change.

She reported that OverDrive statistics have increased dramatically in recent months.

Finally, the library applied for a Junior League grant of \$960 to bring Granny Jean to the library twice this summer for storytime programs.

The meeting was adjourned at 9:07 p.m.

Next meeting: The next regular meeting of the Town of Pelham Public Library Board of Trustees will be March 7, 2012, at 7:30 p.m.