

**Minutes of The David A. Howe Library  
Board of Trustees  
June 9, 2015**

**Present:** Mark Finn (Vice-President), GERALYN Murphy-Gough (Treasurer), William Joy, Janice Porter, Connie Synakowski (Secretary), Anne Sobeck, and Michelle LaVoie (Director)

**Absent:** Don Comstock (President), Ed Pekarek, and Voni Walker

**Call to Order:** Vice-President Mark Finn called the meeting to order at 7:35 AM.

**Discussion and Approval of Minutes:** Motion by Janice Porter and seconded by Bill Joy to approve the May 12, 2015 minutes. Motion carried.

The Board welcomed Ann Sobeck to the meeting. Janice Porter moved to appoint Ann as the Board's newest trustee, Connie Synakowski seconded, and the motion carried.

**Director's Report** – Discussion on the following items:

- Michelle gave the Board the sad news that following last night's torrential downpours the Library has sustained extensive water damage in areas behind and alongside the Auditorium and the surrounding dressing room areas, as well as in the storage room above the Auditorium area. Rick Dodd is currently working on locating the source of the leak and Michelle will be notifying the insurance company to come and take pictures.
- Michelle reported that the Board had received a long overdue bill from C.J. Brown in the amount of \$5,528 for the energy audit completed in 2013.
- Michelle noted that there was no story hour in May due to the transition between Children's Librarians which may have added to the decrease circulation statistics.
- Eric Mikols is re-working the times and content of the Library's technology classes in order to increase enrollment. The new offerings will start on the fall.
- In a building project update, Michelle reported that Smart Edge will meet the June 30<sup>th</sup> deadline so grant monies will be able to be used.
- The old steam boiler has been removed and two hot water boilers have arrived.
- Upon the Finance Committee's recommendation, the Board is moving forward with Community Bank to finance our HVAC project. Michelle reported that the loan is in the underwriting process.
- Michelle discussed her deep concern that DAHPL may not be receiving nearly as much NYS Construction Aid in 2015 as it has in years past. In a meeting with Brian Hildreth, STLS Director, Michelle learned that there are three major building projects in progress in libraries within the STLS system (Steele in Elmira and Fillmore, along with Wellsville) and it is STLS' intent to fund them and the smaller libraries in the system. Director Hildreth suggested Michelle pursue State and Federal grant monies which require far more complex applications and are very time consuming. The Board discussed the need for the STLS Board

members to understand DAHPL's significant contributions to the cost of system-wide resources (cataloguing software, Freelegal, etc.) and the considerable operating expenses of running a library of our size, when it makes its funding decisions. Michelle noted that it might be necessary for some DAHPL Board members to attend a STLS Board meeting to make them aware of our needs and concerns.

- Michelle also asked that the Board consider offering incentives to department heads if they successfully write and obtain grants for the Library. The Administrative Committee decided to meet on Thursday, June 18<sup>th</sup> at 8 AM to discuss how such an incentive program might be developed and incorporated into contracts.
- Michelle acknowledged the generous \$2,000 award DAHPL received from the Elks Club. The money will be used to refurbish the lower stacks in the youth section and to purchase furniture for the children's reading room and the teen reading area.
- Michelle has submitted the Manley Trust grant application in hopes of securing monies for equipment and a technology "maker space."
- Michelle reported that questions about DAHPL's legal relationship with the Village continue to arise. STLS attorney, Seth Hiland, is going to research the feasibility of re-chartering as an association library. The major concern in making such a change is the Library's membership in the NYS Retirement System. The Board will have to carefully weigh the pros and cons of such a decision when it receives all the facts.
- Keturah Cappedonia, the new Head of Children's Services, is working on the Summer Reading Program and on ways to encourage increased use of the Children's Department.
- Nic Gunning produced a new support staff schedule that addressed the overstaffing issue noted by Michelle at the last Board meeting. The new schedule will go into effect on July 1<sup>st</sup> and should result in a savings of \$11,000 annually.
- 70% of the Wellsville voters approved the Board's request for a 1.56% tax increase on May 19<sup>th</sup>.
- The Board acknowledged the planting work on the terraces and the front lawn done by the youth volunteers from the Church of the Latter Day Saints. Janice Porter volunteered to write a thank you note expressing our appreciation.
- Michelle reminded the Board that there are three unsold gifts of stock that could be sold and the proceeds moved into the Money Market Account to pay HVAC project bills. Janice Porter moved to sell the stock, Bill Joy seconded, and the motion carried.
- After discussion about questions surrounding the oil and mineral rights bequeathed to the Library in the Lillian Allen estate, Connie will ask Dan Synakowski, who specializes in this area, to further research the estate.
- Mark Corwine, WCS art teacher, has approached Michelle on behalf of a visiting artist from Brooklyn, NY – Traci Molloy. The artist wishes to display a banner created in conjunction with Wellsville CSD art students from the Library's back terrace. The banner would go up in September and remain up for several weeks.

After discussion, the Board asked to see an image of the banner before making a decision.

**Committee Reports:**

There were no committee reports.

**Friends Report:**

- The Pennies for Pipes student fundraiser is complete and the money has been taken to Community Bank to be counted and deposited.
- The Joyce Carol Oates author visit date has been moved to Friday, October 2<sup>nd</sup> due to her need to re-schedule.
- The Friends approved a gift of \$1,264 to be used as matching funds for the Manley Trust Grant request. They also approved \$495 for the children's Summer Reading Program, and \$225 to sponsor a play that will be performed by the Valley Theatre Group in the Auditorium this summer. This sponsorship means that the audience will not have to purchase tickets to get in.

**Old Business:**

**New Business:**

Geralyn Gough, Chair of the Finance Committee, requested that, for the duration of the building project, the Board receive a balance sheet specific to the capital project along with the monthly profit and loss statement. The Board agreed.

**Adjournment:**

Geralyn Gough made a motion to adjourn at 9: 45 AM. Janice Porter seconded. Motion carried.

Respectfully submitted,

Connie Synakowski,