

**Minutes of The David A. Howe Library  
Board of Trustees  
April 12, 2016**

**Trustees Present:** Donald Comstock (President), Mark Finn, (Vice-President) GERALYN MURPHY-GOUGH (Treasurer), Laurie Hennessy, Ed Pekarek, Anne Sobeck, Connie Synakowski (Secretary), Voni Walker, and Michelle LaVoie (Director)

**Absent:** Janice Porter

**Call to Order:** President Don Comstock called the meeting to order at 7:32 AM.

President Comstock welcomed new trustee, Laurie Hennessy.

**Discussion and Approval of Minutes:**

A motion was made by Vice-President Finn and seconded by Trustee Walker to approve the March 8, 2016 minutes.  
Motion carried.

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

- Treasurer Gough asked if the Library's checks could be listed sequentially on the financial report per the recommendations of auditor Bysiek. Director LaVoie informed the Board it was already being done.
- Circulation statistics for last month are up in almost every category. Trustee Pekarek asked why the Lego Club was unsuccessful. After discussion the Board decided to contact Tom Reuning, who ran a similar club at the Middle School, to see if he has any interest in working with the group.
- In the building project update, Director LaVoie told the Board that Clerk-of-the-Works Jim Barnes believes SmartEdge may be responsible for replacing the inadequately sized condensate tank, but he is continuing to research the issue.
- Head Custodian, Rick Dodd has requested the Board approve the purchase of a riding lawn mower with a plow blade to decrease the number of man hours currently devoted to mowing and snow removal. After discussion the Board decided to table the request until various mower models were evaluated for cost and features. This year's budget also needs to be analyzed for possible sources of funding the purchase.
- Director LaVoie informed the Board that Children's Librarian, Keturah Cappedonnia, has received a \$1,500 Foundation for

Southern Tier Libraries grant which will fund the Library's outreach program to Jones Memorial Hospital's childbirth classes.

- Director LaVoie met with the Southern Tier Fiberarts Guild to plan the first of four classes that will be held in the Library's makerspace on Saturday, May 21, 2016. The class will be a Japanese Shibori dyeing class and will be limited to 15 participants. These classes are made possible by a MAFA grant received in March.
- In a personnel update, Director LaVoie informed the Board that part-time custodian Tom Grimes was terminated on March 22, 2016.
- Ryan Williams was hired on March 25, 2016 to replace Tom Grimes as part-time custodian at the rate of \$9.00/hour.
- Director LaVoie and Bookkeeper Darlene Sherwood will meet on Friday, April 15, 2016 with the NYSRS auditors to hear their concluding remarks.
- The NYSRS auditors informed Director LaVoie that the DAHPL will be allowed to continue as a member of the NYSRS and operate with its existing charter. NYSRS does not plan to make recommendations as to whether the library is a municipal or an association library.
- DAHPL will have to submit a charter amendment to the Division of Library Development and the Board of Regents in the near future. The amendment will address the changes the Board made in its by-laws regarding the Board's ability to appoint a President in the event that a DAH descendent is not available to serve.
- In a discussion of the DAHPL's special collections, Secretary Synakowski made a motion that Director LaVoie be allowed to negotiate a trade with Museum of Vertebrates at Cornell. Director LaVoie will donate the Charles Munson egg collection in return for a similar collection from the University and a display case for housing it. Vice-President Finn seconded the motion and it carried.
- The Board also requested that Director LaVoie have the Palmer pocket watch collection appraised so that further discussion about what to do with it can take place with the knowledge of its value.
- Director LaVoie attended the March round table meeting of the Allegany County Historians Association on March 24<sup>th</sup>. At the meeting it was determined that exact replicas of the Hamilton-Burr pistols will be displayed at the DAHPL during the first-ever Allegany County Local History Awareness Week which will run from September 19-24<sup>th</sup>.

- Director LaVoie and Cece Fuoco, Director of School Library Services at Catt-Allegany BOCES, continue their discussions of how best to provide library outreach services to the inmates in the jail. Ms Fuoco agreed to look into the purchase of e-readers that are produced for the military and designed to prevent users from accessing outside Internet sites. Possibilities for providing deposit collections from DAH to the jail are also being discussed.
- The second annual Rotary/DAHPL Easter Egg Hunt held on Saturday, March 26<sup>th</sup> was a great success. Approximately 120 parents and children attended. Because of the increased attendance the organizers will consider moving the refreshments to a larger space in the Library.
- Nic Gunning and Kim Clark are coordinating monthly programs for ARC clients which are also open to the general public
- On April 1, 2016 the Board approved an amended agreement between the DAHPL and MOTL in an electronic vote. The amended agreement states that the new Assistant Director is in charge of auditorium programs in the event MOTL has to move inside due to bad weather. The amended agreement will go to the Village for an appropriate signature because the Village provides the insurance for the events.

**Committee Reports:**

None

**Friends Report:**

**The Friends:**

- Have a current balance of \$22,826.24
- Donated \$1,428.90 for chairs and a coffee table in the new reading area.
- Donated \$482.56 to cover the cost of the archival framing of the posters in the Children's Room.
- Donated \$1,335 for YA Books and supplies
- Will provide money for the Teen Photography Awards reception not to exceed \$100.
- Reported that Ann Sobeck is the lucky winner of the Dinner for Eight raffle
- Have begun organizing Tuesdays on the Terrace for the Summer 2016 season
- Are planning a fundraising raffle for Balloon Rally Weekend.

**Old Business:**

- Trustee Gough made a motion to cash the checks from Shell and leave our mineral rights agreement from the Lillian Allen Estate as it is for the time being.

Trustee Porter seconded the motion and it carried.

**Adjournment:**

At 8:50 AM. President Comstock moved to adjourn. Treasurer Gough seconded and the motion carried.

Respectfully submitted,

Connie Synakowski, Secretary