

**Minutes of The David A. Howe Library  
Board of Trustees  
August 9, 2016**

**Trustees Present:** Donald Comstock, (President), GERALYN MURPHY-GOUGH (Treasurer), Laurie Hennessey, Ed Pekarek, Janice Porter, Anne Sobeck, Connie Synakowski (Secretary), Voni Walker, and Nic Gunning, (Interim Director)

**Absent:** Mark Finn (Vice-President)

**Call to Order:** President Donald Comstock called the meeting to order at 7:34 AM.

**Discussion and Approval of Minutes:**

A motion was made by Trustee Porter and seconded by Trustee Pekarek to approve the July 12, 2016 minutes with the amended spelling of Trustee Pekarek's surname. Motion carried.

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

- Interim Director Nic Gunning presented the July circulation report. Total circulation was down as compared to July 2015. Interim Director Gunning attributes the decrease to the change in how books are checked out to the children enrolled in the summer reading program. In the past children were given packets of books they did not self select. The current practice is to allow the children to choose their own books. Circulation is also down in digital materials. Interim Director Gunning is not completely pleased with the quality of the books available in Overdrive and speculated that the selection may have had an impact on the numbers.
- The summer reading programs have been successful on all levels, children, teen, and adult.
- Library tours have been popular and well-attended in the past month.
- The Allegany-Cattaraugus District Attorney's Trauma and Abuse Conference was held at the DAHPL on July 7<sup>th</sup>. Over 250 people attended and the event went very well.
- Auditorium technician, Pete Mangels, made a special video recording of the library podcast, *All the Books*, to celebrate its 50<sup>th</sup> episode. After the August DAHPL board meeting the trustees learned that the Library received the STLS social media award for the *All the Books* podcasts.
- Interim Director Gunning met with representatives involved in planning the upcoming Allegany County History Week to finalize the Library's role. DAHPL will house the Aaron Burr replica pistols as well as local school children's art and some of the Library's Lincoln Collection artifacts. DAHPL will also host three guest lecturers in the auditorium.
- Teen Coordinator, Erik Mikols is working on forming a card game club and is looking at options for teen video gaming.

- Interim Director Gunning reported that 1:1 Tech classes are working but attendance at group tech classes is not good. The staff continues to explore options and is looking into the possibility of working with a home school group.
- In an update on Buildings and Grounds news, Director Gunning distributed a picture of the new overflow tank which is now in place and is currently being wired. In addition, damaged pavers on the front steps have been repaired and caulked. General Roofing has been contacted about removing the tree growing in one of the chimneys. Interior painting on several doors and trim has been completed.
- Interim Director Gunning suggested the annual trustee building tour take place immediately after the September meeting.
- In grant news, Interim Director Gunning reported that, following a presentation at STLS headquarters, the DAHPL was awarded a 75% matching grant in the amount of \$37,500 from New York State Construction Aid funds. Final approval is dependent upon the successful completion of paperwork and the agreement of the Division of Library Development and the New York State Dormitory Authority. The DAHPL also received grant funding from the Manley Memorial Fund in the amount of \$4,958.46 for computers in the teen section. The Library's request for \$4,312.17 for gaming systems and software was denied.
- Vanya Rowther, from Cornell University, was able to match 216 sets of eggs from the DAHPL's collection to their field notes. As approved via an email vote, the Board agreed that Cornell will take the egg sets for scientific study and in return give the Library 40 visually appealing eggs, 50 clear plastic containers for displaying some of our collection, and a presentation on Natural History Collections which will be held in the Nancy A. Howe Auditorium at a future date.
- Interim Director Gunning shared Forest Shaner's appraisal of the Library's pocket watch collection with the Board. While there are a few watches of significant value, the Board is unable to sell any of them due to the stipulations of the gift when it was made. Discussion followed among the trustees that perhaps the Board should consider a policy for accepting donated collections in the future.
- Trustee Gough commended Interim Director Gunning and the Library staff on duty at the time for their handling of a particularly problematic patron. Trustees agreed that should future incidents of this nature arise the staff should not hesitate to call the police.
- Trustee Pekarek moved to go into executive session at 8:32 AM to discuss contractual issues. Trustee Porter seconded and the motion carried.
- Trustee Porter moved to come out of executive session at 9:00 AM. President Comstock seconded and the motion carried.

### **Committee Reports:**

- The Administrative Committee met on Thursday July 28, 2016 to review the resumes of interested applicants for the Director's position. Four candidates were selected to interview, one via Skype.
- The interviews were scheduled for Thursday, August 11, 2016.

**Friends Report:**

The Friends:

- Did not meet in August.
- Received \$2,055.01 in profits from the Balloon Rally Yeti cooler raffle

**Old Business:**

- President Comstock volunteered to contact the Lions Club regarding the trees that have become overgrown along the outside edge of the terrace. The Lions donated the landscaping in that area.

**New Business:**

- Interim Director Gunning will leave for a week's vacation on August 22, 2016.

**Adjournment:**

At 9:22 AM. Trustee Hennessey moved to adjourn. Trustee Pekarek seconded and the motion carried.

Respectfully submitted,

Connie Synakowski, Secretary