

Minutes of the Pioneer Library System
Board of Trustees Meeting
Wednesday, May 8, 2002
Pioneer Library System Offices, Canandaigua, NY

President Sam Shama called the meeting to order at 5:02 p.m. in the new boardroom.

The following PLS Board members were present: Pat Ayres, Sue Janczak, Sandy Kushner, Carolyn Lyons, Rita Reissig, Sam Shama and Helen Wright. Also present were PLS staff Cindy Gardner, Jennifer Morris and Patricia Stocker, and Central Library Director Lindsay Ruth.

Board members Kate Alonzo and Mary Jane Healy were excused as was PLSDAC liaison Maryann Marchitell.

Sam asked if there were any additions to the agenda.

Cindy Gardner asked that "(including 3 month YTD budget summary)" be removed from the agenda under Financial Report because it was included in the April board packet. Sam Shama indicated that he would like to talk about the BiblioBuild project.

MOTION 29: Helen Wright moved to adopt the amended agenda with Sue Janczak seconding the motion. The motion passed unanimously.

Sam asked for additions or corrections to the minutes of the April 10, 2002 meeting. There were none.

MOTION 30: Sue Janczak made a motion to accept the minutes of the April 10, 2002 meeting. Helen Wright seconded the motion. The motion was approved unanimously.

Communications and Reports:

1. Financial Report:

Business Manager Cindy Gardner reported that the total cash balance is getting lower. PLS has not yet taken out a Revenue Anticipation Note (RAN) this year. There is currently enough money to get the system through August, but if the State budget is not passed a RAN may be necessary.

MOTION 31: Pat Ayres made a motion to approve the financial report with Carolyn Lyons seconding the motion. It was unanimously approved.

2. Directors' Reports:

Jennifer Morris updated the board on the Stevens (Attica) situation. Two of the three parts on the Proposition submitted to the voters on April 30, 2002 were approved, although the budget was not. However, a budget was approved during last year's vote. The school

attorney is of the opinion that Stevens is now a school district public library, operating under the previously approved budget amount, and will push for that with the Division of Library Development. Until a final decision is made, Stevens will continue to operate under their Village Public Library Charter before applying for a charter as a school district public library.

Dansville, Clyde Savannah and Lyons budgets all passed handily.

Ontario County is threatening to cut “outside agencies”, including libraries, by 15% per year for the next three years. A Bristol trustee, Ann Rogers Lane, will address the County Board of Supervisors at their May 9, 2002 meeting. Other libraries will send representatives to the meeting in support of libraries. Jennifer distributed a letter to the editor that she wrote which appeared in the Finger Lakes Times and the Canandaigua Daily Messenger regarding the threatened cuts. She noted that the county spends \$229,000 for animal control and around \$60,000 on public libraries.

On May 17th Jennifer, Wood Library Trustee Jim Lynch, PLS Trustee Sam Shama and Stevens Director Mark Evans and trustee Ray Caryl will attend the Library Advocacy Leadership Meeting with State Education Department Commissioner Richard Mills in Albany.

Patricia had no additional report.

Lindsay reported that Geneva is very busy. They are currently looking for a part time (20 hrs. per week) OCLC cataloging assistant position. The City of Geneva has proposed a 20% cut for all outside agencies including the library, but city administration is aware that GFL would lose its status as Central Library if the cuts are too deep.

3. PLSDAC Liaison’s Report:

Maryann provided her report to Jennifer who passed on the following: 1.) Marion is having the dedication of their new library on May 19th; 2.) Macedon has received a \$100,000 challenge grant from the Bullis Foundation; 3.) Honeoye has received a decentralization grant to provide a summer concert series to the community; and 4.) Clyde’s vote passed 65 to 10 and their bar-coding is complete.

4. NYSALB Report

Sandy Kushner attended the NYSALB conference in Albany on Saturday, May 4th. She talked with DLD’s Jim Farrell after his presentation about becoming a district library. She also attended a session on disaster planning. As an aside, Sandy reported that the Bliss rummage sale was very successful, bringing in over \$2,300.

5. Committee Reports

Carolyn Lyons reported that the Facilities Committee would report under new business.

6. Other

Sam Shama reported that he and his wife Carol spent a day working on the BiblioBuild home at 84 Rauber Street, Rochester. The foundation is finished on the five-bedroom home and work will continue through the summer. PLS expects to have a Pioneer week this summer when members can contribute their time and talent to this worthwhile project.

Old Business:

1. OWWL update.

Glenn Tegeder was hired as the Technology Support Specialist and has already begun work. Betsy was in Alabama most of last week for a SIRSI user's group meeting. The OWWL Advisory Committee met for the first time last week. This group of directors and system staff makes recommendations about the OWWL policies and procedures. Jennifer expects six more libraries to join OWWL this fall: Caledonia, Lima, Livonia, Lyons, Stevens and Warsaw. There is concern over the non-OWWL libraries' sense of being left out, and Jennifer reminded everyone that this is a nerve-racking time all around and that patience is required by member library and system staff alike.

New Business:

1. Approval of Construction Grant Applications (Community Services Provider Assistance Program)

Carolyn Lyons reported that the Facilities Committee met prior to the start of the regular board meeting and approved and ranked the following applications:

1. Avon Free Library - \$17,344
2. Stevens Memorial Library - \$3,974
3. Red Creek Free Library - \$3,550
4. Geneva Free Library - \$2,165

MOTION 32: Sandy Kushner made a motion to approve the Facilities Committee recommendations for the special construction grant program. Sue Janczak seconded the motion that then passed unanimously.

2. Review Coordinated Outreach Services Program Application

Patricia reviewed the current outreach application that combines Coordinated Outreach, Corrections and County Jail grants into one document. She pointed out that this particular grant pays for 2.15 positions at PLS and a significant portion of ILL and delivery.

3. CIPA Compliance

Jennifer distributed information about CIPA (Children's Internet Protection Act) and N (Neighborhood)-CIPA compliance. This legislation is currently in the courts with the American Library Association and the ACLU chief among those who are challenging the

Act. The information sheet offered a number of options for PLS and library compliance, a CIPA Compliance Checklist, and two sample CIPA-Compliant Internet Safety Policies. Member library boards and the PLS board will have to hold at least one public meeting or hearing on the proposed Policy, with reasonable public notice that the Policy adoption is on the agenda before July 1, 2002. The Pioneer Library System Board will adopt a Policy that insures CIPA compliance at the board meeting on June 12, 2002.

MOTION 33: Carolyn Lyons made a motion instructing Jennifer Morris to inform member libraries of the immediacy of CIPA compliance, provide libraries with sample policies, inform them of the need to hold a public hearing and to adopt a policy that insures compliance with CIPA by July 1, 2002. Rita Reissig seconded the motion. It passed unanimously.

Board Development

Jennifer and Patricia reported on the recent workshops for Trustees and Directors held at the Wadsworth and Newark libraries on April 23rd and 25th. There was good turnout, good participation, and a general sense that attendance at an early evening workshop is much higher than that on a Saturday. A handout "What We Do Well" and "What We Need to Improve" was part of the board packet and is the result of asking those questions to library directors and to board members. Board Development was encouraged as part of a regular agenda and this sheet would be valuable as a start off for discussion. Pat Ayres remarked that it was very interesting to her new trustees to hear what other libraries are doing. Sandy Kushner recommended a trainer, Joan Forman, who conducts workshops on fundraising and grant writing.

The next regular meeting of the Pioneer Library System Board of Trustees is June 12, 2002 at 5:00 p.m.

MOTION 34: Pat Ayres made a motion to adjourn the meeting at 6:33 p.m. with Rita Reissig seconding the motion. It passed unanimously.

Respectfully submitted,

Patricia Stocker
Drafted: May 13, 2002
Approved: June 12, 2002