

**Minutes of the Pioneer Library System
Board of Trustees Meeting
Wednesday, April 9, 2003
Pioneer Library System Offices, Canandaigua, NY**

President Carolyn Lyons called the meeting to order at 5:03 p.m.

The following PLS Board members were present: Pat Ayres, Mary Jane Healy, Sue Janczak, Pradeep Jangbari, Sandy Kushner, Carolyn Lyons, Rita Reissig and Sam Shama. Board member Marianne Hunt was excused. Also present were PLS staff Jennifer Morris and Patricia Stocker; Central Library Director Lindsay Ruth; and PLSDAC liaison Anna Grace. Cindy Gardner was excused.

PLS Board President Carolyn Lyons asked if there were any additions or changes to the agenda. There were none.

MOTION 20: Rita Reissig moved to adopt the agenda with Mary Jane Healy seconding the motion. The motion passed unanimously.

Carolyn asked for additions or corrections to the minutes of the March 12, 2003 meeting. There were none.

MOTION 21: Sue Janczak made a motion to accept the minutes of the March meeting. Sandy Kushner seconded the motion. The motion was approved unanimously.

Communications and Reports:

1. Financial Report:

Jennifer Morris reviewed the financial report and asked if there were questions.

MOTION 22: Pat Ayres moved to approve the financial report with Mary Jane Healy seconding the motion. It passed unanimously.

Jennifer then reviewed the 3 month Year to Date financial report indicating that little state aid has been received, much of the county aid has been. County aid is passed through to member libraries upon completion of annual reports with just one library not finished with their annual report at this time. She also mentioned that we are sitting on the \$35,000+ SIRSI annual maintenance bill until some additional issues have been resolved.

2. Directors' Reports:

Jennifer discussed the success of this year's Legislative Lobby Day and rally on the Capital steps. There was a great PLS turnout highlighted by a march through the concourse to the rally, led by drummer (and Phelps Library Director) Fran DeNardo. A photo in a Schenectady newspaper featured Newark Children's librarian Chris McGinty's nephew in a

red wagon holding a sign that said, "Please do not take my story time". High school students who spoke at the rally were eloquent and enthusiastic.

Jennifer also attended the presentations by five candidates vying for the Monroe County Library System director position. She reported that presentations by two candidates were especially strong and that whoever is offered the position will have to be extremely politically savvy.

She also reported that most OWWL libraries were up on Roadrunner during the aftermath of the recent ice storm. LakeNet crashed early Saturday morning because of the widespread power failure in Wayne County and was not operational again until Wednesday afternoon. The PLS IT staff called each OWWL library to get them set up on RoadRunner.

Patricia mentioned that former PLS Assistant Director Nancy Rubery recently visited the office and is in the process of moving into a newly built home on Canandaigua Lake. She also informally invited PLS board members to a "Retirement Tea" for Marilyn Longhouse on May 22nd from 2:30 to 5:00 p.m. Patricia also reported that today's workshop, "Enhancing Library Services to Non English Speakers" was very well received. Attendance was low, partially due to the weather situation, and may be offered again later this year. Anna Grace suggested that those who attended the workshop could talk it up on the pls-list.

Lindsay indicated that Geneva is glad to be open and that it's been slow because so much of their business is e-mail based, although it has given staff time to catch up on cataloging.

3. PLSDAC Liaison's Report:

Anna Grace reported that Macedon's Darlene Virkler e-mailed her to say that the Town Hall moved into their new offices on April 1st. The town insists that professional movers move the library because of liability issues and they hope to be out of their Wayneport Road site by May 16 or will have to pay another month's rent. Wegmans has bought the naming rights (\$7,300) to the Children's Room and their graphic artist will assist with the design of the space. Patricia reported that additional construction money of between \$44 to \$45,000 would be available to Macedon from the Division of Library Development bringing their total construction grant to over \$65,000. Anna also mentioned that the Livingston County Directors would meet to discuss out of system fees again. Tentative date for the meeting is May 21.

4. Other

There were no other reports.

Old Business:

1. Out of System Borrowers Fee

The PLSDAC meeting, at which out of system borrowers fees was to be discussed, was cancelled because of the ice storm. Jennifer has sent letters offering to visit member library

boards that had informed her by letter that they are opposed to such fees. To date, none of the boards have requested that she meet with them. Lindsay remarked that she has heard from several libraries and senses that there is still a lot of confusion about the issue. Pradeep asked if Geneva has a policy that they might share as a model for other libraries, which she will do. Jennifer shared the most recent color map update of Pioneer Library System's unserved areas. Pradeep suggested that libraries would find this information useful.

New Business:

1. Central Library Development Plan

Lindsay presented a "two-scenario" Central Library Development Plan, one at full funding and the other with a 14.8% budget cut. Both the Central Library Advisory Committee and the Geneva Free Library Board have approved the plan and have authorized Lindsay to make any changes within the current parameters if full funding is not received.

MOTION 23: Rita Reissig made a motion to approve the Central Library Development Plan. Pat Ayres seconded the motion. It passed unanimously.

2. Revised Collection Development Policy

During information gathering for the 2002 System Annual Report, the Collection Development librarians noted that the Collection Development Policy was written in 1997 and in need of updating. Jennifer noted that perhaps there may be additional changes with budget cuts, but encouraged approval of the revised policy. Pradeep suggested that in the future original policies be included when revisions occur. Sue mentioned that she asked her UB class to review the policy and was surprised at the number of students who did not agree with several of the American Library Association policies, particularly in the area of access for minors.

MOTION 24: Sue Janczak made a motion to approve the Revised Collection Development Policy. Mary Jane Healy seconded the motion and it passed unanimously.

3. Appointment of ad hoc committee to rank Adult Literacy grants

New York State Education Law requires public library system boards of trustees to rank applications for Adult Literacy Grants from "its system service area in order of greatest need as determined by such board of trustees". [90.2 (l)(4)] Patricia reported that there may be two applications, but at this point she has only seen one. If two applications are submitted, Carolyn Lyons and Sam Shama will review and rank. They requested that the grants be submitted in electronic format.

Board Development:

Patricia presented an overview of the upcoming "How to Plan for Success – A Workshop for Library Trustees on the New Planning for Results Process". She encouraged trustees to "talk up" the workshop and get their trustees registered.

The next regular meeting is scheduled for May 14, 2003 at 5:00 p.m. at the PLS office.

MOTION 25: Mary Jane Healy made a motion to adjourn the meeting at 6:18 p.m. with Sam Shama seconding the motion. It passed unanimously.

Respectfully submitted,

Patricia Stocker

Drafted: April 13, 2003

Approved: May 14, 2003