

Minutes of the Pioneer Library System  
Board of Trustees Meeting  
Wednesday, October 10, 2007  
Genesee River Restaurant, Mt Morris, New York

PLS Board President Pat Ayres called the meeting to order at 4:48pm.

The following PLS Board members were present: Nancy Bauder, Kathleen Brown, Dick Harrison, Marianne Hunt, Pradeep Jangbari, Sandy McGavern, Linda Morris and Dixie Prittie. Also present were PLS staff Cindy Gardner, Betsy Morris, Jennifer Morris; Central Library Director Michael Nyerges, and PLSDAC liaison, Peggy Parker.

Pat asked if there were any additions or changes to the agenda. Jennifer responded that the original New Business #1 needed to be postponed pending paperwork from Gorham, and requested that New Business #2 be added as the Conflict of Interest policy. There were no additional changes to the agenda.

**MOTION 46:** Dick Harrison moved to adopt the agenda as amended, Pradeep Jangbari seconded, and the motion passed unanimously.

Pat asked for additions or corrections to the minutes of the September 12, 2007 meeting. There were none.

**MOTION 47:** Pradeep Jangbari moved to approve the minutes as submitted, Nancy Bauder seconded, and the motion passed unanimously.

**Communications and Reports:**

**1. Financial Report**

Cindy referred to the report distributed in the packet and reported that since the report was sent, the final quarter of funds from Wyoming County has been received and paid out. The only money yet to be received is the final 10% of LSSA funds (but the full amount has been paid to libraries).

**MOTION 48:** Sandy McGavern moved to accept the Financial Report as distributed. Marianne Hunt seconded, and the motion passed unanimously.

**2. Directors' Reports**

Jennifer reported on her visits with two new library directors, Diane Hovey at Gorham and Cheryl Northup at Wyoming, indicating that both are enthusiastic and excited about their positions. She updated the status of the search to fill the Systems Administrator vacancy, with the news that interviews were underway. She concluded with a summary of the public relations materials distributed to libraries in preparation for the OWWL migration downtime.

Betsy reported on the signing of the OverDrive contract and the plans for a December roll out of the service.

Pradeep then asked a question regarding the data in the written report from the Youth Services Librarian. He wondered why there was such a large increase in teen participation in the Summer Reading program. Jennifer responded that several libraries are increasing their teen programming, citing Geneva and Wood as leaders in attracting more teens to the library.

Central Library Director Michael Nyerges highlighted material in the written report, emphasizing the database usage section and discussing the cost per search session and the need for improved marketing. He reported on the *Central Library Services* program at the September System Meeting, and the Central Library Advisory Committee meeting, indicating that these are just two ways in which Central is transitioning into increased awareness and utilization of their services to member libraries.

### **3. PLSDAC Liaison's report**

Peggy Parker reported that the next meeting for PLSDAC is November 9, 2007. She reported on member library news from the Arcade Free Library regarding an open house on October 20<sup>th</sup> to unveil the refurbished reading rooms. New paint, reupholstered furniture and new rugs were purchased by the Friends in memory of Kathy Dorfman. Peggy also announced that the *Tale for Three Counties* [Genesee, Orleans, and Wyoming, <http://www.taleforthreecounties.org/index.htm>] program was having a celebration on Monday, October 22 at the Richmond Memorial Library in Batavia. Linda Morris offered member news for Wyoming Free Library, saying they received a local community programming grant from the Five Star Bank.

**4. Committee Reports** – there were none.

**5. Other** – there were no other topics.

**Old Business:** There was no old business on the agenda.

### **New Business:**

#### **1. Variance for Gorham**

Postponed until the November meeting.

#### **2. Conflict of Interest policy**

Jennifer referred to the memo distributed at the beginning of the meeting, which included a draft of a revised Conflict of Interest Policy Statement. She explained that the PLS Auditor, Jack Kosmicki, had recommended a strengthened policy. The consensus was that the revised policy covered the subject well. It was also suggested that a conflict of interest statement be added to the Staff Personnel Policy Manual.

Linda Morris questioned whether there was something in the by-laws which prohibited introducing and voting on issues at the same meeting. Pradeep also recalled there being some discussion of advance notification prior to voting issues. Jennifer said, to the best of her knowledge, no such prohibition existed in the by-laws, but that she would check, as well as research, the topic in general. It was decided that this particular policy was not controversial and members had sufficient time to weigh its implications, so a vote was acceptable to all.

**MOTION 49:** Marianne Hunt made a motion to accept the Conflict of Interest Policy as drafted. Nancy Bauder seconded, and the motion passed unanimously.

### **Other:**

Nancy Bauder asked for a review of the process by which member libraries were determined to be eligible for the Gates hardware grants. Betsy explained the poverty level and radius-from-the-library formula used by the Gates Foundation, indicating that it didn't always reflect economic reality. She also reported discussing this with the State Library contact, as well as her general frustration with the administration of the grant.

### **Board Development:**

Jennifer referred to the *Contacts at Annual Dinner* handout distributed at the beginning of the meeting, pointing out the talking points should trustees have the opportunity to speak with legislative representatives at the Annual Dinner and Meeting, immediately following the Board Meeting. She also announced the names of the two new trustees that will be nominated at the Annual Meeting, Fran Smith (Avon) representing Livingston County, and John Zornow (Newark) representing Wayne County.

**MOTION 50:** Pradeep Jangbari moved to adjourn and the meeting was adjourned at 5:20pm.

**Next Regular Meeting**

The next regular meeting is for scheduled for Wednesday, November 14, 2007 at the Pioneer Library System Office in Canandaigua, New York. Prior to the next meeting, the Personnel Committee will be meeting at 2:30pm on Monday, October 22, 2007 at PLS, and the Finance Committee will be meeting at 3:30pm on Wednesday, October 31, 2007 at the Avon Free Library.

Respectfully submitted,

Betsy Morris  
Approved November 14, 2007