

**MINUTES
PITTSFORD COMMUNITY LIBRARY
BOARD OF TRUSTEES
March 10, 2010**

PRESENT

Ken Knight, Steve Moore, Jeff Cimmerer, Enid Ryen, Russell Lisson, Bonnie Maddox

ABSENT

Danielle Kress, Namita Sarraf

ALSO PRESENT

Sandy Zutes, Ed Kinnen, Marjorie Shelly, Lori O'Connor

ATTENDANCE OF GENERAL PUBLIC

None

Board President Ken Knight opened the meeting at 7:07 pm. Russ Lisson was thanked for leading the February meeting in Ken's absence.

The Library Board approved a resolution to make a recommendation to the Town Board for reappointment of Russell Lisson and Bonnie Maddox, terms to end September 2014 and Enid Ryen for a second term to end February 2015.

ABSTRACTS SIGNED

\$ 24,902.81

MINUTES

February 10, 2010 – Approved

TOWN LIAISON REPORT

- On April 10, 2010, the Town will host an Energy Meeting highlighting energy saving products. In addition on April 8th, there will be an evening program held at the library on the topic of home energy conservation.

FRIENDS LIAISON REPORT

- Ed Kinnen shared an email received from Neil Richards who is currently vacationing in Tucson, Arizona.
- At last night's meeting Kip Williams presented the new Friends website.
- The Friends have decided to hold more sales events to better utilize donated books. After consulting with Heveron & Heveron, the Friends plan to begin paying sales tax, starting in June of this year.
- This year's Spring Book Sale will be held Friday, April 30th through Sunday, May 2nd.

DIRECTOR'S MONTHLY REPORT

- The MCLS Directors' Council discussed standardization of procedures for handling patrons who have declared bankruptcy. Patrons will name their local library as a creditor, all MCLS libraries will honor. The Central Library will gather and maintain notices and notate patron records accordingly.
- Local County Legislator Anthony Daniele (liaison to MCLS Board) has been invited to attend a Board of Trustees meeting.
- March 20, 2010 is the MCLS Trustee orientation from 9 am – 12 pm; let Marjorie know if you would like to attend.
- New facility reservation software will be implemented this month. Current account holders will need to re-register on the town site.
- Sandy Zutes reminded members of the board to sign up for the Pittsford e-Newsletter on the town website.

- Enid Ryen asked if residents will continue to receive current printed publications, no changes planned at this time.
- The Town Engineer has been working on heating problems in the library, public areas to be prioritized; first area to be addressed is the Children's Storytale Room.
- Marjorie Shelly and Ichin Zinn will travel to Portland, Oregon later this month to attend the Public Library Association Conference.

NEW BUSINESS

- Ken Knight presented the PCL Foundation Annual Report for 2009. The Foundation's fund balance increased by 3% after the 2009 gift of \$25,000. The auditor report is pending. The 2010 gift to the library is \$25,000. The practice of passive fund raising will continue. Officer recruitment is underway; current board members have been encouraged to consider officer positions.
- The PCL Foundation Board of Directors for 2010 was approved as presented.
- Bonnie Maddox presented the results of the Audit of Trustee Accounts for 2009. Findings and recommendations approved as presented.
- Florence King Account was audited, no exceptions noted. Committee formed to develop bylaws, purpose, and practical applications including disbursement procedures for this account. Members are Steve Moore, Bonnie Maddox and Marjorie Shelly.
- Reviewed Final 2009 Budget Statement (unaudited).
- Trustees were encouraged to join the Friends, liaisons will attend meetings scheduled in 2010 as follows:
 - April 13 ◦ July 13 ◦ October 12
 - May 11 ◦ August 10 ◦ November 9
 - June 8 ◦ September 14 ◦ December 14

Meeting adjourned at 8:08 pm

Respectfully submitted,

Lori O'Connor
Library Clerk

OFFICIAL BOARD MINUTES ARE ON FILE AT THE PITTSFORD COMMUNITY LIBRARY.