

Seymour Library Board of Trustees

Date: 20 February 2019

Call to Order

The regular meeting of the Seymour Library Board of Trustees was called to order at 7:01 pm on 20 February 2019 by Board President T. Pennington.

Attendance

Present: Marilyn Brown, LuAnne Cenci, Pat Galinski, David Newman, Taysie Pennington, Scott Rochette, Linda Sanford, Sandeep Singh, Meg Zimmer, and Carl Gouveia (Director)

Absent: none

Guests: Kathy Kristansen (Brockport), Jackie Smith (Clarkson)

Public Comments

None.

Correspondence

None.

Approval of Minutes

D. Newman made a motion (with L. Cenci seconding) to accept the minutes of the January 2019 meeting. The motion passed unanimously.

Director's Report

Director C. Gouveia's presented highlights of his monthly written report:

- January 2019 saw an increase in circulation over January 2018.
- A sewer line that serves the Library is clogged. The Town of Clarkson and the Village of Brockport will collaborate to fix the problem at no cost to the Library.
- Director C. Gouveia attended several meetings at/with the Brockport Merchants Association, Village of Brockport Comprehensive Plan Consultants, and the Brockport Community Museum.
- Bonadio Group has begun their study of the Library as of 12 February 2019.
- A patron complained about the display of new non-fiction books, which she contended that liberal-leaning titles received more prominent display than conservative works. After a discussion between the Director, Library staff, and the patron, it was conjectured that the perceived difference could be the result of patron action.

President's Report

T. Pennington made the following announcements:

- The Board received a thank-you note and baby picture from Director C. Gouveia and his wife for the gifts presented to them last month celebrating the arrival of their daughter.
- Trustees are encouraged to attend Advocacy Day (27 February 2019) in Albany. Foundation President Carol Gravetter and Clarkson liaison Jackie Smith will be attending on behalf of the Library.
- 550 postcards were received during the recent postcard campaign, which was over the goal of 500. The comments contained therein were overwhelmingly positive. The cards will be taken to Albany for Advocacy Day.
- Trustees should consider attending at least one municipal meeting per month.
- The spinners' group display in the Local History Room was well-received. The current display is on the History of the Girl Scouts. A display by local artist Andrew Daley will be next.
- The Board requests again of the municipalities to see the results of the business consultant's study before they are made public.

Old Business

Standing Committee Updates

Financial

- February bill signers: L. Sanford and M. Zimmer
- March bill signers: L. Cenci and M. Zimmer

Approval of Bills and Treasurer's Report

After review, and with a motion from L. Cenci, seconded by D. Newman, the Treasurer's Report and payment of bills were unanimously approved.

Nominating

No report.

Facilities/Operational

- The Brockport Community Museum Without Walls has acquired a cross-section of a very old Village tree (circa 1850s). They would like to see it displayed permanently in the Library, along with a timeline of local history. The Museum would cover any and all costs associated with installing and maintaining said display. The Library would reserve the right to have the cross-section removed from display if it deemed necessary.
- L. Cenci made a motion (with S. Rochette seconding) to tentatively accept the cross-section for display in the Library, pending an agreement with the Brockport Community Museum Without Walls. After some discussion, the motion passed unanimously.
- The Study Room project is progressing.

Friends

- The Friends met on 18 February 2019, where they were presented with the plans for the 2019 Summer Reading Program. Children Services Librarian Natalie Burch requested \$2,585, while Teen Services Librarian Stephanie Blando requested \$2,691.
- Adult Services Librarian Abby DeVuyst requested \$3,850 for 2019 activities.
- Funds status:
 - Checking: \$8,141.56
 - Savings: \$8,817.28
 - CD: \$10,044.03

Marketing

- The first meeting of 2019 will be held on 25 February 2019 from 3:00 to 4:00 pm. The Committee plans to review the Causewave plan.
- The Committee is interested in bringing in a marketing intern from the College at Brockport.

Policies

No report.

Personnel

L. Cenci has prepared several evaluation forms for Library staff and Trustees to evaluate Director C. Gouveia, along with a self-evaluation form. The Trustees will review them and decide which forms to implement.

Business Consultant

No report.

Municipal Liaisons

- The Town Board of Clarkson waived the fees on two applications for zoning variances.
- It was brought to the attention of the Liaisons that the parking lot is in very bad shape, and that the sewer line repairs will likely worsen the problem. It is hoped that repairs can be implemented when the weather improves.
- The Village of Brockport Comprehensive Plan is expected to be ready by June 2019.
- The following events of interest to the Library were announced:
 - Low Bridge High Water Festival: May 2019
 - Brockport Sidewalk Sale: 11-13 July 2019
 - 25th Annual Brockport Arts Festival: 10-11 August 2019
 - Clarkson Good Neighbor Days: 24 August 2019
 - Hamlin Screamfest: October

Foundation

- The Foundation has met with an attorney regarding the potential turnover of the library property to the Board of Trustees.
- A potential merger with the Friends will be decided upon by May 2019. The Foundation and Friends groups are considering which programs each will support.
- The LED sign project has been shelved for the time being, as it needs to be reviewed by all three municipalities. The Foundation is considering a new company to provide the sign. It is hoped that more information will be available by the April Trustees meeting.

Long-Term Planning

No report.

Local History/Interest Room

Next meeting: 12 March 2019, 11:00 am.

New Business

- State Senator Robert Ortt will be visiting Ginther Elementary School on 1 March 2019 at 10:40 am.
- State Senator Joe Robach will be visiting Holmes Road (Greece) Elementary School on 8 March 2019 at 1:10 pm.
- If interested in attending either or both events, please contact Director C. Gouveia as soon as possible to be added to the visitors list.
- Trustee Training has been rescheduled for 20 March 2019, 6:00 pm.

Executive Session

None.

Adjournment

At 8:11 pm, D. Newman made a motion (with S. Rochette seconding) to adjourn. The motion passed unanimously.

Next meeting: 20 March 2019, 7:00 pm.

Minutes respectfully submitted by S. M. Rochette.