

THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE FAIRPORT PUBLIC LIBRARY WAS HELD ON TUESDAY, SEPTEMBER 8, 2009.

PRESENT

Beth White
Mark Haefele
Lori Wagoner
Beth Puckett
Suzanne Stockman

OTHERS

Betsy Gilbert
Tori Reilly
Lin Macholz
Pat Rapp
Jeffrey Wright
Wayne Shipman

The meeting was called to order at 7:02 p.m. by Beth White, President

30 MINUTE PUBLIC COMMENT PERIOD

Mr. Shipman stated that the Village Board is waiting to hear news regarding the library's search for increased space. Ms. White said the library is waiting for a response from the Village regarding a proposed meeting with the Village Board and OCED on September 21.

PREVIOUS MINUTES

A motion was made by Beth Puckett and seconded by Mark Haefele to approve the minutes from the previous Board meeting (July 2009.)

Motion carried unanimously.

A motion was made by Mark Haefele and seconded by Lori Wagoner to approve the minutes from the previous Board meeting (August 2009.)

Motion carried unanimously.

DIRECTOR'S REPORT

Ms. Gilbert reported a huge increase in circulation over this time last year. In August, 2008, 461 carts of materials were sorted and shelved. In August, 2009, the number of carts was 508. Also, circulation for the month was up 16.5% over last year.

Ms. Gilbert thanked Jan Hadeed, Sharon Kelly, Karen Stanhope and Lisa Perotti for emptying the bookdrops over the holiday weekend.

Ms. Gilbert reported that through the combined efforts of Julie from Red Bird Market, Emily from Candy Nation, Jay at Country Max, and Lin at the library, along with donations from Country Max, a garden has been started outside the library's Main Street entrance.

Ms. Gilbert passed out information on a trustee workshop about MCLS finances, which will be held on Saturday.

Ms. Gilbert passed out an updated list of locations where library posters have been hung. They are currently in 54 locations.

COMMITTEE REPORTS

Budget – Mr. Haefele stated that an update of the fund balance will be presented to the Board quarterly.

Mr. Haefele reported on projections for payroll and retirement contributions for the next two years. The budget committee will be studying these projections and reporting to the board.

Mr. Haefele reported on a health insurance comparison study by the budget committee. He passed out a comparison chart and stated that the library generally falls in the middle of the group with regard to features, benefits, and costs.

Facilities & Services – No report.

Personnel – Ms. Wagoner stated that the committee is looking into domestic partnership policies.

Long Range Planning – No report.

Fairport Library Council – No report.

Fairport Library Foundation – Mrs. Stockman asked about tax filings for the Foundation. Ms. Gilbert will look into this.

NEW BUSINESS

Bylaws review: Ms. White stated that Jeffrey Wright referred her to his associate to review the library's bylaws with regard to public officer law and education law. The bylaws will be reviewed to insure they are in compliance with current laws.

Ms. White passed out committee assignments for 2009-2010. (See attachment.)

Committee activities: Committee activities were reviewed at the Board retreat in August. The Board determined that the number and types of committees are adequate and appropriate. Every committee must meet at least three times per year. All policies should be formally reviewed and amended or adopted every three years. Some should be more frequent, such as benefits or insurance quotes. Each committee chair will meet with Ms. Gilbert to discuss how to implement policy review.

WARRANTS

A motion was made by Beth Puckett and seconded by Suzanne Stockman to accept the warrants as follows:

\$	11,375.12	dated July 23, 2009
	20,838.43	dated July 30, 2008
	43,143.81	dated August 13, 2009

25,294.31 dated August 25, 2009
Motion carried unanimously.

EXECUTIVE SESSION

A motion was made by Beth Puckett and seconded by Mark Haefele to go into Executive Session at 7:53 p.m. to discuss matters of property acquisition.
Motion carried unanimously.

Mr. Shipman left the meeting at 7:53 p.m.

Mr. Wright was invited to stay for Executive Session.

OUT OF EXECUTIVE SESSION

A motion was made by Suzanne Stockman and seconded by Mark Haefele to come out of Executive Session at 8:30 p.m.
Motion carried unanimously.

ADJOURNMENT

A motion was made by Beth Puckett and seconded by Mark Haefele to adjourn at 8:30 p.m.
Motion carried unanimously.

Pat Rapp, Clerk to the Board