

SEYMOUR LIBRARY  
Minutes of the Board Meeting Held on  
20 January 2015  
(Approved Minutes)

**Roll Call and Attendance**

**Present:** C. Gouveia (Director), L. Sanford, L. Gardner, W. Borowiec, M. Marone, C. Wilcox, D. Brannigan, S. Rochette, L. Cenci (President), S. Bakshi

**Absent:** None

**Guest:** Katherine Kristansen, Village Liaison

**Call to Order**

The meeting was called to order at 7:00 p.m. S. Bakshi was welcomed back.

**Approval of Previous Minutes**

**12-16-14 Meeting Minutes:** L. Cenci MOVED to approve the amended minutes. D. Brannigan SECONDED the motion and the motion was CARRIED.

**Director's Report**

C. Gouveia shared some highlights from his monthly report. Reference questions, door count and program attendance are **all up** from 12/13. Circulation numbers were down slightly. Potential reasons for this decrease in circulation numbers were discussed. This decline may reflect the improved economy or peoples' increased use of the web rather than taking out materials. Albone has basically finished installing the new boilers. One final part is necessary. It turns out that the cold air return in the Elwinger Room was never connected. This will be done and a heat sensor will be installed in the Elwinger Room. The broken heating system pumps will be repaired and kept on hand in the event that a new pump is needed in the future.

The Hamlin Library has decided to discontinue hold fees and the Ogden Library has reduced hold fees to .25.

C. Gouveia will create a mentorship program for new librarians in the MCLS system.

C. Gouveia discussed his outreach efforts with members of the State Legislature. Recently public libraries' have not been appropriately funded by the Government.

The Seymour Library will be receiving the Greater Brockport Chamber of Commerce Beautification Award. Tickets for the dinner award ceremony are available from Marie Bell.

### **Requests for Board Action:**

L. Sanford MOVED to approve the appointment of Leigh Beabout as Temp/On Call Circulation Library Clerk (Library Clerk, PT.) as of January 6, 2015 at 9.50/hr. W. Borowiec SECONDED the motion and the Board APPROVED.

On 12/23/14 Savanna Ceasee and Daniel Montano using a stolen library card attempted to pick up materials from the Seymour Library. As a disciplinary action, S. Bakshi MOVED to ban Savanna Ceasee and Daniel Montano from entering the Library for one year. L. Cenci SECONDED the motion and the motion was CARRIED. W. Borowiec voted against the motion. The banning letter will be emailed to the entire Board for their review prior to being sent out to these individuals. The letter should go certified mail.

### **President's Report**

L. Cenci has retired! She has a new email [luanne.cenci@rochester.rr.com](mailto:luanne.cenci@rochester.rr.com). One of her first jobs in retirement will be to go through the Board file cabinet. M. Marone will check on the status of bank signatures.

### **Financials**

L. Sanford MOVED to approve and pay the bills as presented. M. Marone SECONDED the motion and the motion was CARRIED.

There were no changes to our CDs. The Five Star CD Account is earning a minimum of 2% interest.

The 2014 After Hours Event raised \$15,771.43 for the Library Local History Room!

M. Marone will contact the Village for year-end totals in the Shaffer Trust.

**Bill signers for FEBRUARY are C. Wilcox and L. Cenci. Please come at 6:30 p.m.**

### **Old Business**

**Operational Committee:** The Board took a tour of the new boilers.

**Strategic Planning Committee:** The plan is done. J. Derleth, a college intern, will help with the graphics and design of the public materials regarding the Strategic Plan. These public materials should be ready by early April.

**Local history Room:** There was discussion of the preliminary cost estimates. With the state grant, 2 years of After Hours fundraising and donations we will have about \$200,000 toward the history room. The estimated cost of the construction is \$324,142. The difference in cost will come from the Library's endowment fund.

**New Business**

Committee assignments for 2015:

Strategic Management and Public Relations: W. Borowiec, C. Wilcox, S. Bakshi, D. Brannigan

Personnel: S. Rochette, W. Borowiec, L. Sanford, C. Wilcox

Nominating: W. Borowiec and 2 non officer Board members

Financial Management: M. Marone, C. Wilcox, S. Rochette

Facilities/Operational Management: M. Marone, L. Gardner, D. Brannigan

\*\* L. Cenci, Board President, is a member of all committees

**Adjournment:** At 8:58 p.m. L. Cenci MOVED to adjourn L. Sanford SECONDED; the Board APPROVED. The meeting ADJOURNED.

**Bill signers for February are C. Wilcox and L. Cenci. Please come at 6:30 p.m.**

**The next Board meeting is on 17 February 2015 at 7 p.m.**