

**Minutes of the Pioneer Library System
Board of Trustees Meeting
Wednesday June 11, 2008
Victor Free Library, Victor, New York**

PLS Board President Pat Ayres called the meeting to order at 5:05 p.m.

The following PLS Board members were present: Pat Ayres, Nancy Bauder, Kathleen Brown, Sandy McGavern, Linda Morris, Dixie Prittie, Fran Smith, and John Zornow. Also present were PLS staff Cindy Gardner, Betsy Morris and Jennifer Morris; and Central Library Director Michael Nyerges. Excused: Dick Harrison. Absent: PLSDAC representative, awaiting appointment of new liaison.

Pat asked if there were any additions to the agenda. Jennifer asked to add New Business #4, approval of the 2009-2010 holiday schedule.

MOTION 25: Dixie Prittie made a motion to adopt the agenda as amended. Kathleen Brown seconded and the motion passed unanimously.

Pat asked for additions or corrections to the minutes of the April 9, 2008 meeting. There were none.

MOTION 26: Nancy Bauder made a motion to accept the minutes as written. Linda Morris seconded, and the motion passed unanimously.

The agenda order was rearranged to start with New Business to allow Jennifer Morris to excuse herself at the conclusion of the business section of the meeting.

New Business

1. Budget update and review of PLS spend-down plans

Jennifer provided background information on the spend-down plans developed at the June 2007 financial retreat Board meeting. She then reviewed the proposals for the 2008 fund balance spend-down as detailed in the handout. Because this year's state budget may incorporate additional cuts, and State Aid is not received until August, budget amendments reflecting these plans will not be recommended until the September Board meeting.

2. Construction grants

Jennifer reviewed the *2008 Construction Grant Guidelines* handout distributed in the packet, highlighting the potential for this year's application requests to exceed the funding available for PLS libraries. She reminded the Board of the State guidelines for evaluating grant applications, and reviewed the additional guidelines specified by Pioneer: that libraries 1) demonstrate a pattern of efforts to increase local tax support and 2) meet ADA requirements. Assistant Director and construction grant coordinator Betsy Morris suggested that the Board Facilities committee may want to consider recommending additional evaluative criteria in future years if they find in reviewing this year's applications additional criteria would have helped in the selection and ranking process. One possibility might be the number of previous grant awards.

3. Annual dinner plans

Jennifer reported on 2 quotes for sites in the Canandaigua region: Steamboat Landing at \$18.95 per person, and Bristol Harbor at \$26.00 per person. Based on cost and past performance, the Board approved Steamboat Landing as the site for the Annual Meeting, though it was also noted that they are under new management.

4. Approve 2009 & 2010 holiday schedule

Jennifer referred to the handout distributed at the meeting which detailed the proposed 10 fixed and 3 floater holidays for the 2009 and 2010 calendar years.

MOTION 27: Fran Smith moved to approve the holiday schedule as presented. John Zornow seconded, and the motion passed unanimously

Old Business: - none

Communications and Reports:

1. Financial Report

Cindy referred to the Financial Report distributed in the packet. She also provided an update on the status of county aid payouts: all Livingston & Ontario county libraries have received their county aid, Wayne County libraries have received the first of two payouts, and Wyoming County libraries have received 2 of the 4 payouts. Linda Morris added that Dick Harrison planned to contact Wyoming County about reducing the number of payouts.

MOTION 28: Nancy Bauder moved to accept the Financial Report as distributed. Linda Morris seconded, and the motion passed unanimously.

2. Directors' Reports

Betsy referred to Jennifer's report in the packet, and updated her own report with additional information about OverDrive—the summer arrival of audiobooks in true MP3 format that will play on iPods, and Pioneer's commitment of Gates Grant administrative revenue toward the purchase of titles in the new format.

Central Library Director Michael Nyerges enthusiastically reported the success of the recent budget vote--222 yes and 149 no--to approve a budget of \$435,000, up from \$357,000. He talked about get out the vote strategies, suggesting target audiences based on research presented in the *Public Perceptions* course of the Gates Online Advocacy Training program. He went on to report on the July 1 opening of the teen room, the investigation of SIP authentication and PC reservation software, and planned marketing and branding efforts to be undertaken with the Ad Council. He highlighted the increase in Learn-A-Test usage, scheduled regional training, and Meebo implementation from Melissa Correia's report in the packet,

3. PLSDAC Liaison's report

Betsy reported that PLSDAC is transitioning officers, and no representative was appointed at this time.

4. Committee Reports – none

5. Other – there were no other topics.

Board Development:

Betsy announced that the presentation and tour of the Victor Free Library by Pat Evans, Director, will take place at the close of the Board meeting.

OTHER:

Betsy alerted the Board members to the other handouts distributed at the meeting, highlighting the 2008 Outreach Mini Grant Awards. She also suggested the Board review the future workshop topic suggestions from the 2 trustee workshop evaluations.

MOTION 29: Nancy Bauder moved to adjourn. Kathleen Brown seconded, and the meeting was adjourned at 5:45 p.m.

Next Regular Meeting

The next regular meeting is for scheduled for Wednesday, September 10, 2008 at the Pioneer Library System office.

Respectfully submitted,

Betsy Morris
Approved, September 10, 2008