

**Rye Free Reading Room  
Board of Trustees Monthly Meeting  
Thursday, March 10, 2011**

**Present:** Bernie Althoff, Jim Billingsley, Karen Bresolin, Doug Donohue, Debra Julian, Holly Kennedy, Larry Lehman, Anthony Mason, Barbara Ormerod-Glynn, Fran Rodillosso, Jennifer Swanson, Mary Sykes, Werner Tietjen

Leigh Geller in attendance as Auxiliary Board Co-President

**Unable to attend:** Julia Dailey, John Eckerson, Susan Jansen, Robert Kaplan, Ann Sullivan, Mark Zwerger

**City Council Liaison:** Paula Gamache was unable to attend

**Staff:** Kitty Little, Director

The meeting was called to order at 7:32 PM by Debra Julian.

Barbara Ormerod-Glynn moved and Mary Sykes seconded the approval of the February meeting minutes. Approval was unanimous.

**Public Comment:** No comment.

**President's Report:** Debra reported that the Executive Committee met with members of the City Council on March 9 to discuss future funding options for the library. The City proposed a possible long-term IMA (Inter-Municipal Agreement) that would span the length of the new union contract to be negotiated year end 2011 and include keeping a base city contribution at the 2011 level of \$1,080,000 but will cover reasonable personnel wage increases and health and pension coverage. The City has also offered to cover the costs associated with hiring a labor lawyer to negotiate the new union contract. The library would be required to use Vince Toomey, the city's labor lawyer. The City Council is expected to propose and vote on details of a long term IMA at its upcoming April or May meeting. The executive committee will continue its dialogue with Mayor French and Deputy Mayor Paula Gamache to discuss terms of a long term IMA.

Debra noted that this is not an ideal solution to our long-term funding needs as it still does not address ongoing building and collection expenses that the library faces. Going forward other options may need to be considered, such as taking the necessary steps to change our charter to become a public library which would transfer library management to the City or seek 414 funding. Debra stated that as trustees we want to feel that we've made progress at the library and that is what we are working towards.

A long term IMA offers the opportunity to focus on a strategic plan rather than facing financial uncertainty each year.

**Old Business:** Discussion of Chapter 414 funding was moved to the top of the Agenda. Debra asked each trustee to briefly share their views.

Barbara shared a handout comparing the library's budget with the City's average funding reduction of -5.6% from 2007 to present. Contributions have remained flat or decreased, most recently by 6.5%, while the library's expenses have increased. Stable funding is critical to the future of the library.

The general consensus among the Board was that we should pursue the option of the long-term IMA, which the City has never proposed in prior years. This would give us some stability and allow us the time to properly pursue a Chapter 414 filing in the future, if necessary. In addition, Mary Sykes commented that ongoing flat budgets and conservative management of our funds should be highlighted in our fundraising and grant writing efforts.

Doug Donohue moved and Larry Lehman seconded the motion to defer the vote on Chapter 414 pending the outcome of discussions with City Council regarding the long-term IMA and the expectation of a vote at the April 27 or May 11 City Council Meeting. The vote was unanimous.

**Director's Report:** Kitty commented that she was encouraged by the staff's resiliency following the recent personnel cuts and noted that they are doing well and that morale is good. She reported that she met with WLS and Net Crazy and is working to improve and simplify the staff's computing environment. She is working with the Managing Librarian on reports to support significant weeding of the collections. She put together an analysis of personnel costs for the March 9 meeting with elected officials. This analysis was shared at the Board meeting. She has sent out AV equipment from the Meeting Room for repair, it should be returned in a month.

### **Committee Reports**

**Finance:** Jim Billingsley moved and Karen Bresolin seconded the motion to approve the February financial statement. The vote was unanimous.

The Board reviewed the proposed budget for 2011. Debra reported in John's absence that we will wait to add a capital expenditure line item to the budget until there is a more definitive maintenance plan, which Werner and Kitty are working on. Any cash balances at year end 2011 will be treated as in previous years and proposed for a Board vote to move to a capital projects fund to fund the long term maintenance of the building.

Notable increase in Postage and Printing budget is based on decision to print and mail the Annual Report, rather than delivering it online as we have done the past two years, in an effort to improve donor relations.

Notable decrease in Materials budget will be supplemented through the use of unrestricted and some restricted gift funds. Kitty is reviewing all funds available.

An increase was also noted in required contributions to the NYS retirement fund.

Doug Donohue moved and Anthony Mason seconded the motion to approve the 2011 budget. The vote was unanimous.

**Development:** Jen reported that \$4,512.50 had been received in February despite the fact that no active fundraising is taking place at this time. Currently, \$9,919.43 has been deposited towards the 2011 Annual Campaign. The goal is \$210,000.

**Building and Grounds:** Werner reported that he and Kitty are working on developing a three-year Maintenance Plan and putting dollar amounts with items in the plan. Immediate needs include: air- conditioning units, sewer ejection pumps and door dams to prevent flooding.

**Auxiliary Board:** Leigh reported that in addition to the transfer of \$58,511 into the operating budget, the Auxiliary Board approved an additional transfer of \$31,000 for Kitty's wish list items.

Jen Swanson moved and Karen Bresolin seconded the nomination of new member Caren Kurtz Goodman to the Auxiliary Board. The vote was unanimous.

**WLS Report:** Larry had nothing new to report.

**New Business:** Debra reported that the library received a \$12,500 check from the \$50,000 Suzy Oppenheimer grant. Expenditures must be completed by June to comply with the grant. We must outlay the remaining \$37,500 ourselves and send billing to the state to receive the full funding, or we must return the initial check.

Larry Lehman moved and Barbara Ormerod-Glynn seconded the motion to fund the Oppenheimer grant through the capital projects fund (which will be reimbursed once the balance of the grant money is received). The vote was unanimous.

**Next meeting date:** Thursday, April 14 at 7:30PM

Karen Bresolin moved and Jim Billingsley seconded the motion to adjourn the meeting. Meeting adjourned at 9:00 PM

Respectfully submitted,  
Jennifer Swanson