

MINUTES OF BOARD OF TRUSTEES MEETING  
GREECE PUBLIC LIBRARY  
Tuesday, October 4, 2016

PRESENT: William Murphy  
Kevin Nasca  
Shannon O'Keefe Pero, Vice President  
Jamie Slocum, Finance Officer  
Anthony Wechsler  
Gene Welch, President

Cassie Guthrie, Library Director  
Michelle Marini, Town Liaison & Deputy Supervisor  
Keith C. Suhr, Librarian III & Recording Secretary

EXCUSED: Tracy Wooden

President G. Welch called the meeting to order at 4:31pm.

ADOPTION OF THE AGENDA

**MOTION:** A. Wechsler moved to adopt the agenda as submitted. S. O'Keefe Pero seconded and the motion carried.

APPROVAL OF PRIOR MEETING MINUTES

**MOTION:** K. Nasca moved to approve the minutes of the September 6, 2016 meeting with the addition of trustee names for motion (O'Keefe Pero) and second (Nasca) in the Approval of Bills for Payment section. A. Wechsler seconded and the motion carried.

PUBLIC EXPRESSION

None.

CORRESPONDENCE

C. Guthrie shared information about a message the library received through its website from an out-of-town visitor commenting very positively on the comfort of the facility and the customer service provided by the staff.

PRESIDENT'S REPORT

G. Welch commented about the Democrat & Chronicle article highlighting the "How To" Festival and expressed gratitude for Librarian Kirstra Otto's initiative in reaching out to them.

GREECE PUBLIC LIBRARY GIFT FUND REPORT

J. Slocum reviewed the Greece Public Library Gift Fund Revenue and Expense Report for the period September 1 – 30, 2016.

**MOTION:** A. Wechsler moved to accept the Gift Fund Report as submitted. W. Murphy seconded and the motion carried.

#### REVENUE REPORT

J. Slocum reviewed the Greece Public Library's Revenue Report for September 2016 and stated that information regarding the additional funds in the "Taxes – In Lieu Of" line was requested from Library Board Treasurer and Town of Greece Finance Director Paul Holahan. C. Guthrie stated that, per P. Holahan, the additional funds received were due to a change in status of a property.

**MOTION:** K. Nasca moved to accept the Revenue Report as submitted. A. Wechsler seconded and the motion carried.

#### DIRECTOR'S REPORT

C. Guthrie reviewed her written report covering: library operations; staffing and volunteers; outreach, programming and promotion; and strategic planning highlights. In addition, she informed the board that the collaborative workspace booths purchased with a donation in memory of Geraldine Greiner Welsh would be delivered and installed on 10/6 and asked K. Nasca to share his observations of the library's "How To" Festival which took place on 10/1. K. Nasca stated that he felt it was a great success, with a high number of attendees of all ages and commented on the variety of interests represented by the 30 stations. C. Guthrie stated that she was also very pleased with the event, and commended librarians K. Otto and C. Henderson for their planning and execution.

#### LIBRARY USAGE STATISTICAL REPORT

C. Guthrie reviewed the library usage statistical report for August 2016.

#### LIBRARY STORIES OF THE MONTH

C. Guthrie shared a story about a patron who was at the hospital with her son and granddaughter to meet her granddaughter's new sibling. The granddaughter became very anxious in the elevator until her father started singing "The Elevator Song" from Miss Jen's baby story time. Grandma joined in and her granddaughter calmed down. C. Guthrie also shared a story about the library's first Pokémon Go After Dark event on 9/8 which illustrates how using pop culture trends can bring new audiences into the library. A woman in her early 30s who had never been to the library before arrived right as the program started, stayed for the full 90 minutes, and left with a brand new library card.

#### TOWN LIAISON REPORT

M. Marini briefed the board on the process for filling the trustee position that will be vacant when Tracy Wooden's term ends on 12/31/16. A press release will be issued from the Supervisor's Office and letters of interest / resumes will be reviewed as they were in 2014.

M. Marini also shared that the new Braddock Bay Lodge is now open and that concrete bollards with planters are being installed in front of the entrances to Town Hall buildings, including at the library. She expressed gratitude to the library for staffing a “spooky selfie” photo booth at the upcoming Town Halloween Party at the Community and Senior Center.

#### OLD BUSINESS

None.

#### NEW BUSINESS #1

G. Welch appointed trustees J. Slocum, S. O’Keefe Pero and A. Wechsler to a nominating committee to bring a slate of officer candidates for a vote at the January meeting as outlined in the Greece Public Library Board of Trustees bylaws. He emphasized that appointment to the committee does not preclude a trustee from being nominated (or self-nominating) for an officer position. G. Welch indicated his intent not to seek an additional term as Board President.

#### NEW BUSINESS #2

Strategic Planning Committee Chair K. Nasca thanked committee members J. Slocum, A. Wechsler and G. Welch for their hard work, stated that we are on track to have a 2017-2019 plan presented for board approval at the December 6 meeting, and shared that he has been involved in many planning exercises over the years and that this one was easily the best experience he’s had. He expressed gratitude to C. Guthrie, K. Suhr and Sue Snyder for their efforts during the planning process as well as library staff for their helpful and enthusiastic service to the public which was clearly noted in the survey results.

#### NEW BUSINESS #3

K. Nasca presented the 4 library service priorities that the Strategic Planning Committee is recommending for 2017-2019 based on feedback from 3 community focus groups conducted in June 2016 and 1,288 survey responses:

- Satisfy Curiosity: Lifelong Learning
- Create Young Readers: Early Literacy
- Center for Readers
- Find and Cultivate New Audiences

K. Nasca stated that once the library board reviews and approves service priorities, C. Guthrie and staff will develop action items and measurements/indicators for board review at its November 1 meeting.

**MOTION:** S. O’Keefe Pero moved to approve the 4 service priorities for 2017-2019 as recommended by the Strategic Planning Committee. W. Murphy seconded and the motion carried.

APPROVAL OF BILLS FOR PAYMENT

J. Slocum reviewed and answered questions regarding expenditures.

**MOTION:** S. O'Keefe Pero moved to approve the list of payables. W. Murphy seconded and the motion carried.

ADJOURNMENT

**MOTION:** A. Wechsler motioned to adjourn the meeting at 5:30pm. S. O'Keefe Pero seconded and the motion carried.

Minutes submitted by Keith C. Suhr, Recording Secretary

Approved by Greece Public Library Board at their 11-01-16 meeting