

MINUTES OF BOARD OF TRUSTEES MEETING
GREECE PUBLIC LIBRARY
February 7, 2017

PRESENT: Kevin Nasca, President
Jamie Slocum, Finance Officer
Anthony Wechsler
Gene Welch

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

EXCUSED: William Murphy
Shannon O'Keefe-Pero, Vice President

President K. Nasca called the meeting to order at 4:38 pm.

ADOPTION OF THE AGENDA

MOTION: J. Slocum moved to approve the agenda as submitted. A. Wechsler seconded and the motion carried.

APPROVAL OF PRIOR MEETING MINUTES

MOTION: A. Wechsler moved to approve the minutes of January 3, 2017. J. Slocum seconded and the motion carried.

PUBLIC EXPRESSION

None.

CORRESPONDENCE

None.

PRESIDENT'S REPORT

K. Nasca informed the board of an upcoming Monroe County Library System new trustee orientation taking place on March 15 at the Seymour Library in Brockport from 6 – 7:30 pm and on March 30 at the Webster Public Library from 7 – 8:30 pm. He also reminded trustees to complete and submit their Ethics disclosure forms by February 13 and inquired about the status of the new trustee. M. Marini stated that the appointment will be made at the next Town Board meeting.

GREECE PUBLIC LIBRARY GIFT FUND REPORT

J. Slocum reviewed the Greece Public Library Gift Fund Revenue and Expense Report for the period January 1 – January 31, 2017.

MOTION: A. Wechsler moved to accept the Gift Fund Report as submitted. G. Welch seconded and the motion carried.

REVENUE REPORT

J. Slocum reviewed the Greece Public Library Revenue Report for January 2017.

MOTION: G. Welch 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; and 2017-2019 strategic planning service priorities highlights and answered several questions regarding program attendance and 3D printing services. She also shared with the board the plan to interfile mysteries and short story anthologies with the rest of the adult fiction collection. K. Suhr elaborated that the reasoning is to improve the public's the ability to locate the offerings of an author in a single location and that the decision was made following lengthy discussions with purchasing librarians and an analysis of the circulation data for each of these collections. C. Guthrie reported the Friends of the Library January book sale at the Mall at Greece Ridge generated \$6500 and gave an update about the status of the aquarium repair.

K. Suhr informed the Board of an ongoing issue with the outdoor book drop jamming during extended closings. He is in consultation with a vendor which offers a conveyance and material distribution system that may resolve this issue and improve workflow for returned items.

LIBRARY USAGE STATISTICAL REPORT

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

LIBRARY STORY OF THE MONTH

C. Guthrie reported that more than 100 people have been certified to use the library's 3D printer after attending an orientation session and shared a story about a family that utilized the service together.

TOWN LIAISON REPORT

M. Marini reported there will be a new ADA compliant playground constructed on Town Hall Campus and that Keith C. Suhr has been appointed Town of Greece Historian by the Supervisor.

OLD BUSINESS

None.

NEW BUSINESS #1

C. Guthrie reviewed proposed revision to the library's Display Policy.

MOTION: G. Welch moved to approve the revision to the library's Display Policy. A Wechsler seconded and the motion carried.

OTHER BUSINESS

None.

APPROVAL OF BILLS FOR PAYMENT

J. Slocum reviewed and answered questions regarding expenditures.

MOTION: G. Welch moved to approve the list of payables. A. Wechsler seconded and the motion carried.

ADJOURNMENT

MOTION: G. Welch moved to adjourn the meeting at 5:14pm. J. Slocum seconded and motion carried.

Minutes submitted by Keith C. Suhr, Recording Secretary

Approved by Greece Public Library Board at their 03-07-17 meeting