

Webster Public Library
Board of Trustees Meeting Minutes
June 22, 2011
Revised 8/10/2011

In attendance: Peter Knapp, Roxanne Emler, Mary Alice Moore, Terri Bennett, Lisa Scibetta, Annemarie Santoro, Carol Cooper

Absent: Tony Hubbard

Guests: Kathy Gray, Randy Nelson, Bob Anderson (Webster Comfort Care)

Bob Anderson from Webster Comfort Care shared his experiences, successes and lessons learned with fundraising efforts. Most recent direct mail efforts resulted in a 42 ½% return on investment, meaning that taking into consideration the cost of the mailing, the amount of donations received increased 42 ½ percent over previous year fundraising efforts.

Peter Knapp, President called the meeting to order at 7:30pm.

May Board Meeting minutes were reviewed. Roxanne moved and Annemarie seconded the motion to approve the minutes. Board voted to unanimously approve the minutes.

Friends of WPL Report: Kathy Gray reported that the May lobby book sale raised \$2154. Membership options are being evaluated. Under consideration is an annual resign every year in March. Also under consideration is a lifetime membership. Other fundraising ideas were shared including spelling bee that would be open to the community; buy books (like bricks) w plaques like a spine with the name of the donor; on-line shopping in which the cost of advertising would go to the library. A new brochure was shared and Kathy commented that there was great attendance at the last Friend's meeting. Appears that the change in day was a good decision!

Many thanks to the Friends for their continuous support of the Webster Public Library.

Director's Report: Cutover to CarlX was successful. A Welcome to the Neighborhood postcard was shared and will be mailed to new residents inviting them to visit the library. Terry reviewed recent bequests and what they were used for: \$800 adult collection, \$860 audio collection; \$135 military history. Ikebana exhibit on display. Dessert reception was a huge success! The bench for Don has arrived.

Approval of Monroe County Library System Contract: Change this year was to a one year contract. Annemarie moved to approve and Mary Alice seconded. Board voted to unanimously approve the contract.

Financial Report: May bills totaled \$41,293.36. Carol moved and Roxanne seconded the motion to approve the monthly bills. Board voted to unanimously approve paying the bills. Year to date, annual budget at 35% of budget or \$564,368. Fee revenues generated YTD 2011 were down .98% over same period last year. As of May 1, 2011, special fund account had a balance of \$72,075.01. Great job Carol!

Approval of Draft of 2012 Budget: Annemarie moved and Roxanne seconded. Board voted to unanimously approve draft of budget.

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Approval of Increase in Fines: Effective September 1, 2011, leave hold fee as is at \$.50 and increases late fee from \$.25 to \$.50. Carol moved and Mary Alice seconded. Board voted to unanimously approve increase in late fee fine.

Discussion of Library Foundation Proposal: Request was made by Peter to create a timeline and build into monthly meetings to review progress. Roxanne moved and Carol seconded. Board voted to unanimously approve three proposals. **Proposals to be attached to the minutes.**

Discussion of Library Fundraising Ideas: Learning from Bob Anderson's ideas and experience, Annemarie volunteered to chair a committee to draft a proposal on how to move this forward. The proposal is to be presented at the August board meeting. Terri, Peter, Lisa and Kathy from Friends agreed to participate on the committee.

New Business – there will not be a board meeting in July.

Roxanne moved and Annemarie seconded motion to adjourn. Board voted unanimously to adjourn the meeting.

Next Meeting: Wednesday August 10, 2011

**Respectfully submitted,
Lisa Scibetta**