Minutes of the George F. Johnson Memorial Library Board meeting of Thursday, January 13, 2011

I. Call to order by President Sites at 7:02 PM.
Present: Gary Beattie, Paul DelRosso, Marie McLean-Yurecka, Jennifer Musa, Chris Ryan, Sara-Jo Sites, Jo Whitney, Christine Brown, Patrick Schafer, Library Director Ed Dunscombe.

II. Reception of visitors: None.

III. Approval of minutes of December 9, 2010: Christine moved to accept, Jo seconded, carried unanimously.

IV. Manifest of Bills # 7 for December, 2010 (revised): Christine moved to accept, Gary seconded, carried unanimously. # 8 for January, 2011: Jen moved to accept, Patrick seconded, carried unanimously.

V. Financial report: Balance of $837,297.87 in library funds. Christine moved to accept, Paul seconded, carried unanimously.

VI. Old Business:

a. Restroom project: Carpeting of GFJ Room is complete; just a few minor items remain to be done. Staff room complete except for ceiling, tiling underway in men's room. Anticipate completion of project by the end of February.

b. Unique automation: Jo moved to accept the contract, Gary seconded, carried unanimously. Ed will check to see if discounted account fee will be offered.

c. Overdrive: The downloadable "e" and audio book service will start January 18. Ed will submit another notice to Press.

d. Security cameras: No report. Chris will check with Mr. Van Nostrand at UHS, awaiting his report.

e. Procurement policy: Ed presented a letter from Charles Collison, Village Attorney, approving the draft policy with comments. Paul motioned to accept the policy, Chris seconded, carried unanimously. Paul requested Ed contact village to secure annual written confirmation that officer's insurance is in effect, and also to check on status of village audit.

VII. New business:

a. Cleaner position: Cleaner has been placed on medical leave. A temporary replacement has been hired at $9.25 per hour.

b. 2011-12 budget: Ed submitted draft revenue & expense budgets. Ed raised the topic of starting an annual replacement of five computers to prevent the inventory from aging all at once. The Board agreed and the budget will be adjusted accordingly.

VIII. Other Business/Committee Reports

a. PCC Committee: The previously hired PCC Director never started work due to various problems on her part. Gail Szeliga will be hired as part-time PCC Director. Ms. Szeliga and part-time instructors will be hired through an agreement with the Four County Library System, with the Director's rate at $25.00 per hour. The Board amended the draft agreement to include a provision that GFJ will decide on the scope of work for employees hired under it. Marie motioned to approve the revised agreement, Gary seconded, carried unanimously. 4CLS board will consider the agreement at its January 29 meeting. (Ed confirmed after the meeting that PCC staff will be covered under 4cls workers comp insurance).

b. Long Range plan of Service Committee: No report.

c. Special District Committee: No report.

d. Governor Cuomo's proposed property tax cap: General discussion of possible implications for library.

e.. Logo installation on GFJ Room wall: Jo motioned to proceed, Christine seconded, carried unanimously. Jen will contact the artist.

IX. Adjournment: Jo motioned to adjourn at 8:27. Jen seconded, carried unanimously.

Christine Brown, Secretary, George F. Johnson Memorial Library

Minutes of the George F. Johnson Memorial Library Board meeting of Thursday, February 10, 2011

I. Call to order by President Sites at 7:02 PM.
Present: Gary Beattie, Paul DelRosso, Marie McLean-Yurecka, Jennifer Musa, Chris Ryan, Sara-Jo Sites, Jo Whitney, Patrick Schafer, Library Director Ed Dunscombe. Excused: Christine Brown.

II. Reception of visitors: None.

III. Approval of minutes of January 13, 2011: Paul moved to accept, Jo seconded, carried unanimously.

IV. Manifest of Bills # 9 for February, 2011: Jen moved to accept, Gary seconded, carried unanimously.

V. Financial report: Balance of $778,521.23 in library funds. Jo moved to accept, Marie seconded, carried unanimously.

VI. Old Business:

a. Restroom project: Should be complete in next few weeks, minor items at this point. Ed detailed some remaining plumbing problems needing to be addressed. Ed detailed numerous other projects: installation of power receptacle and hose outlet in front of building will proceed. Estimate received on recovering walls in Scott Room. Estimates pending on repair of glass wall panels, renovations in staff kitchen, circuit breaker box, reupholstering chairs and tile detail above water fountain.

b. Motion detectors & security cameras: Ed reviewed revised from ADT following receipt of recommendations from UHS security staff. One camera relocated from staff workroom to audiovisual room. Patrick moved to authorize Ed to spend up to $8,000 on the ADT system, Gary seconded carried unanimously. Ed noted BTOP grant will pay for slightly more than half of the system as its chief purpose is to protect PCC staff & equipment.

b. 2011-12 budget: Board reviewed Ed's draft revenue and expense budgets and will reconsider at March meeting.

d. Governor's tax cap: (Chris arrived at this point so was not part of previous votes). General discussion of implications on 414 libraries.

VII. New business:

a. Health insurance buyout: Ed reported the Village has eliminated the buyout for village employees. Board will review its policy. Paul asked Ed to report on share of health insurance currently paid by village and by library employees.

b. State Report: Sara-Jo noted a few address corrections. Patrick moved to accept, Jen seconded, carried unanimously. Ed distributed draft copies of his 2010 Report to the Community.

c. March meeting: Ed noted change in meeting date to March 3.

d. New part-time library clerk: Hired at $8.50 per hour.

e. NYLA Library Advocacy Day: Ed invited the Board to join the annual event which he will be unable to attend this year. 4CLS has chartered a bus for March 1.

VIII. Other Business/Committee Reports

a. PCC Committee: PCC is up and running with four staff under direction of Gail Szeliga. Publicity is ongoing.

b. Long Range plan of Service Committee: No report.

c. Special District Committee: No report.

IX. Adjournment: Jo motioned to adjourn at 8:54. Patrick seconded, carried unanimously.

Christine Brown, Secretary, George F. Johnson Memorial Library

Minutes of the George F. Johnson Memorial Library Board meeting of Thursday, March 3, 2011

I. Call to order by President Sites at 7:01 PM.
Present: Christine Brown, Paul DelRosso, Marie McLean-Yurecka, Jennifer Musa, Chris Ryan, Sara-Jo Sites, Patrick Schafer, Library Director Ed Dunscombe. Excused: Gary Beattie. Absent: Jo Whitney. (Chris arrived about 8:20 so did not participate in any votes prior to adjournment.

II. Reception of visitors: None.

III. Approval of minutes of February 3, 2011: Patrick, moved to accept, Jen seconded, carried unanimously.

IV. Manifest of Bills # 9 for February, 2011 (revised): Marie moved to accept, Paul seconded, carried unanimously. Manifest # 10 for March 2011: Jen moved to accept, Christine seconded, carried unanimously.

V. Financial report: Balance of $631,626.52 in library funds. This does not include check from Town of Union received a few days ago. donations are up, expenses running under budget. Patrick moved to accept, Paul seconded, carried unanimously.

VI. Old Business:
   a. Restroom project: Nearly done, all restrooms are operational. Ed noted several additional areas of work which would mostly be covered by field directive monies (kitchen remodel & drinking fountain mosaic). Christine moved to proceed with the work, Marie seconded, carried unanimously.
   b. Audit: Some discussion of library contracting for an audit independent of that performed for the Village.
   c. Security cameras & motion sensors. Cost for security cameras has dropped and project will proceed. Paul moved to accept proposal from Sentry for installation of additional motion sensors, Christine seconded, carried unanimously.

2011-12 budget: Paul motioned to accept the draft revenue and expense budgets for 2011-12, including a 2.5% salary increase, 3.5% for the library director, reduction of the health insurance buyout from $3,000 to $2,000, with future annual $1,000 reductions until it is eliminated. Patrick seconded, carried unanimously.

VII. New business:

a. Non-resident fees: Awaiting outcome of action by BCPL board which is considering eliminating the charge at BCPL. GFJ board may write letter of protest.

b. Ed noted librarian Sue Johnson working reduced hours to care for her mother. Ed noted request by library assistant Susan Schiff to take month of February 2012 off. Board will reconsider at April meeting.

VIII. Other Business/Committee Reports

a. PCC Committee: PCC is up and running with four staff under direction of Gail Szeliga. Publicity is ongoing. Media event with Congressman Maurice Hinchey has been scheduled for Thursday, April 28 at 1 P.M.

b. Long Range plan of Service Committee: No report.

c. Special District Committee: No report.

IX. Adjournment: Chris motioned to adjourn at 8:26. Jen seconded, carried unanimously.

Christine Brown, Secretary, George F. Johnson Memorial Library

Minutes of the George F. Johnson Memorial Library Board meeting of Thursday, April 7, 2011

I. Call to order by President Sites at 7:04 PM.
Present: Gary Beattie, Christine Brown, Paul DelRosso, Marie McLean-Yurecka, Jennifer Musa, Chris Ryan, Sara-Jo Sites, Patrick Schafer, Library Director Ed Dunscombe. Excused: Jo Whitney (Jen arrived 7:15 and was not present for the first two votes)

II. Reception of visitors: None.

III. Approval of minutes of March 3, 2011: Gary moved to accept, Patrick seconded, carried unanimously.

IV. Manifest of Bills # 9 for February, 2011 (revised): Patrick moved to accept, Marie seconded, carried unanimously. Manifest # 11 for April 2011: Christine moved to accept, Marie seconded, carried unanimously.

V. Financial report: Balance of $1,425,165.22 in library funds. Town of Union check has been received. Patrick moved to accept, Paul seconded, carried unanimously.

VI. Old Business:
   a. Restroom project: Nearly done, all restrooms are operational. Drinking fountain tiling and reupholstering of chairs, kitchen work remain to be done.
   b. Security cameras & motion sensors. Delay in installation due to asbestos in ceiling tiles.
   c. Schiff vacation request: Ed will ask Mrs. Schiff to request a leave for the month in question.
   d.. PC: Director Gail Szeliga resigned as director effective April 1. April Steenburgh has been appointed her successor.
   e.. Non-resident fees: Ed, David Karre and Steve Bachman met with BCPL board. BCPL board is reconsidering their decision to Provide free cards to non-residents.

VII. New business:

a. PCC media event: Congressman Hinchey will attend the event, scheduled for April 28 at 1 PM. The Committee will meet next week to coordinate.

VIII. Other Business/Committee Reports

None.

IX. Adjournment: Jen motioned to adjourn at 7:57. Christine seconded, carried unanimously.

Christine Brown 5/12/2011

Christine Brown, Secretary, George F. Johnson Memorial Library

Minutes of the George F. Johnson Memorial Library Board meeting of Thursday, May 12, 2011

I. Call to order by President Sites at 7:00 PM.
Present: Gary Beattie, Christine Brown, Paul DelRosso, Jennifer Musa, Chris Ryan, Sara-Jo Sites, Patrick Schafer, Jo Whitney, Library Director Ed Dunscombe. Excused: Marie McLean-Yurecka

II. Reception of visitors: None.

III. Approval of minutes of April 7, 2011: Christine moved to accept, Gary seconded, carried unanimously.

IV. Manifest of Bills # 11 for April, 2011 (revised): Patrick moved to accept, Jo seconded, carried unanimously. Manifest # 12 for May 2011: Paul moved to accept, Christine seconded, carried unanimously.

V. Financial report: Balance of $1,366,946.70 in library funds. Questions about some of the grant revenue lines, Ed will check.

VI. Old Business:
   a. Renovations: Complete.
   b. Security cameras & motion sensors. $90 increase due to asbestos in ceiling tiles. 4CLS checking on networking questions.
   d. Non-resident fees: Ed reported on BCPL request for an answer on their proposal to offer free three-week patron cards to non-residents. Board directed Ed to inform BCPL they will not honor such cards in Endicott.

VII. New business:
   a. Furniture reupholstery: To proceed minus the couch.
   b. 2011 Construction Grant application: Ed reviewed the three-part project (maintenance room floor, glass panels, soffits). Approximately $88,000 plus the soffit work.
   c. PCC Summer hours: Ed presented proposal to have the PCC open Some Saturday hours during the summer while the library is closed. The Board agreed on a trial basis, with the proviso that patrons enter and exit via the front doors and do not enter the library main floor.

d. Officers for 2011-12 year: Sara-Jo will contact potential candidates.

VIII. Other Business/Committee Reports

None.

IX. Adjournment: Jo motioned to adjourn at 7:52. Jen seconded, carried unanimously.

~~Christine Brown~~, Secretary, George F. Johnson Memorial Library

Jo Whitney

Minutes of the George F. Johnson Memorial Library Board meeting of Thursday, June 9, 2011

I. Call to order by President Sites at 7:02 PM.
Present: Gary Beattie, Christine Brown, Marie McLean-Yurecka, Jennifer Musa, Chris Ryan, Sara-Jo Sites, Patrick Schafer, Jo Whitney, Library Director Ed Dunscombe. Excused: Paul Del Rosso.

II. Election of officers: Sara-Jo introduced a slate of officers as follows: President: Christine Brown; Vice-President: Jennifer Musa; Secretary: Jo Whitney. Gary motioned to accept, Patrick seconded, carried unanimously.

III. Reception of visitors: None.

IV. Approval of minutes of May 12, 2011: Sara-Jo moved to accept, Jen seconded, carried unanimously.

V. Manifest of Bills # 12 for May, 2011 (revised): Sara-Jo moved to accept, Jo seconded, carried unanimously. Manifest # 1 for June 2011: Marie moved to accept, Jo seconded, carried unanimously.

VI. Financial report: Balance of $1,298,953.04 in library funds. No revenue report as figures not received yet from village. Chris moved to accept, Gary seconded, carried unanimously.

VII. Old Business:
   a. Security: Ed noted addition of more motion sensors. Security cameras to be installed in July. Ed reviewed recent incident with patron remaining in library after closing hours.
   b. Non-resident fees: Ed reviewed input from David Karre, CEO of the Four County Library System, indicating our refusal to accept non-resident cards issued by other libraries that have not been paid for is not a violation of NYS regulations. Sara-Jo motioned we not accept such cards when they can be identified, Jo seconded, carried unanimously.

c. Construction projects: Ed reported that he had met with engineers from Delta and from McFarland Johnson. The consensus was that the floor project is not necessary as long as the room will not be accessed by vehicles or used for book storage. The board directed Ed to seek a written statement from McFarland Johnson, and that barring a change in this assessment that the floor project not be approved. Ed confirmed that all of the interior glass panels will be reinforced during the glass repair project.

VII. New business:

a. Mobile devices: The board confirmed that patrons may borrow items using patron card numbers stored on mobile devices.

b. Oasis project : Ed noted the group Oasis Teen Employment Challenge has offered to construct a reading garden on the library grounds. The board expressed approval of the project, which is being underwritten by Lowe's.

VIII. Other Business/Committee Reports

None.

IX. Adjournment: Jo motioned to adjourn at 8:08. Sara-Jo seconded, carried unanimously.

Jo Whitney, Secretary, George F. Johnson Memorial Library

Minutes of the George F. Johnson Memorial Library Board meeting of Thursday, July 14, 2011

I. Call to order by President Brown at 7:02 PM.
Present: Gary Beattie, Christine Brown, Paul Del Rosso, Marie McLean-Yurecka, Jennifer Musa, Sara-Jo Sites, Patrick Schafer, Jo Whitney, Library Director Ed Dunscombe. Excused: Chris Ryan.

II. Reception of visitors: None.

III. Approval of minutes of June 9, 2011: Sara-Jo moved to accept, Patrick seconded, carried unanimously.

IV. Manifest of Bills # 1 for June, 2011 (revised): Patrick moved to accept, Jo seconded, carried unanimously. Manifest # 2 for July 2011: Sara-Jo moved to accept, Jen seconded, carried unanimously.

V. Financial report: Balance of $1,225,622.09 in library funds. No revenue report as figures not received yet from village. Jo moved to accept, Sara-Jo seconded, carried unanimously.

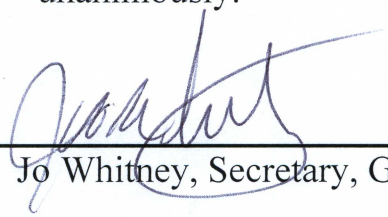
VI. Old Business:
   a. Non-resident fees: Ed reported he has received communication from the Vestal Public Library that they also will not honor non-resident cards issued by BCPL that have not been paid for. Ed copied the board on his e-mail to BCPL informing them of our decision.
   b. Construction projects: Ed has contacted a local firm in an attempt to contract for a written analysis of the maintenance room floor question.
   c. Security cameras: Installed and running.

VII. New business:
   a. Ed reported on communication from the Four County Library System that their formula for calculating the automation fee has changed. Our fee for 2012 will increase some $5,000.
   b. Ed reported the automated Unique delinquent patron referral process has commenced.

VIII. Other Business/Committee Reports

None.

IX. Adjournment: Jo motioned to adjourn at 7:34. Jen seconded, carried unanimously.



Jo Whitney, Secretary, George F. Johnson Memorial Library

Minutes of the George F. Johnson Memorial Library Board meeting of Thursday, August 11, 2011

I. Call to order by President Brown at 7:01 PM.
Present: Gary Beattie, Christine Brown, Paul Del Rosso, Jennifer Musa, Chris Ryan, Patrick Schafer, Sara-Jo Sites, Jo Whitney, Library Director Ed Dunscombe. Excused: Marie McLean-Yurecka.

II. Reception of visitors: None.

III. Approval of minutes of July 11, 2011: Sara-Jo moved to accept as corrected, Gary seconded, carried unanimously.

IV. Manifest of Bills # 2 for July, 2011 (revised): Sara-Jo moved to accept, Jen seconded, carried unanimously. Manifest # 3 for August 2011: Jo moved to accept, Patrick seconded, carried unanimously.

V. Financial report: Balance of $1,165,204.99 in library funds. Ed reviewed projected spending in various revenue and expense lines. No revenue report yet from Village for May 2011. Sara-Jo moved to accept, Gary seconded, carried unanimously.

VI. Old Business:
   a. Construction project: Sara-Jo moved to accept the 2011 New York Public Library Construction Grant application for glass panel repair. Jo seconded, carried unanimously. Ed reported that Keystone Associates is preparing a proposal to study the maintenance room floor issue. Ed reported on an air-conditioning leak and the possible need to replace the aging HVAC units.
   b. Pest update: Ed reported on measures to address the recent issue.

VII. New business:
None.

VIII. Other Business/Committee Reports
None.

IX. Adjournment: Jo motioned to adjourn at 7:34. Jen seconded, carried unanimously.

Jo Whitney 9/15/11

Jo Whitney, Secretary, George F. Johnson Memorial Library

Minutes of the George F. Johnson Memorial Library Board meeting of Thursday, September 15, 2011

I. Call to order by President Brown at 7:02 PM.
Present: Gary Beattie, Christine Brown, Paul Del Rosso, Jennifer Musa, Patrick Schafer, Sara-Jo Sites, Jo Whitney, Library Director Ed Dunscombe. Excused: Marie McLean-Yurecka, Chris Ryan.

II. Reception of visitors: None.

III. Approval of minutes of August 11, 2011: Jen moved to accept as corrected, Patrick seconded, carried unanimously.

IV. Manifest of Bills # 4 for September, 2011. Sara-Jo moved to accept, Jo seconded, carried unanimously.

V. Financial report: Balance of $1,046,781.50 in library funds. Ed reviewed projections in various revenue and expense lines. Salaries running slightly over, active and retiree health insurance very high, Ed has made inquiries with Village. Paul moved to accept, Gary seconded, carried unanimously.

VI. Old Business:
None.

VII. New business:
   a. Homebound patron policy: Ed reported request from a patron to permit multiple designees to borrow for homebound patrons and without the requirement that they have the homebound patron's library card in their possession. The board instructed Ed to make the appropriate changes in the policy, with a limit of two designated borrowers.
   b. PCC update: General discussion of ideas to sustain the PCC following expiration of grant funding 9/30/12.
   c. Endicott Inn: The board instructed Ed to change the procedure for registering residents to limit their registration period to three months, renewable in order to better track changing addresses.

d. HVAC: Ed reported on problems with the rear rooftop unit. ANC has recommended it be replaced. Ed will solicit quotes with the goals of replacing the unit prior to the 2012 cooling season and maximizing NYS Construction Grant opportunities.
e. Flood 2011: The board directed Ed to pay staff for their posted hours for the week of and the week following the flood (through 9/17/11).

VIII. Other Business/Committee Reports

None.

IX. Adjournment: Jo motioned to adjourn at 7:34. Jen seconded, carried unanimously.

Jo Whitney, Secretary, George F. Johnson Memorial Library

Minutes of the George F. Johnson Memorial Library Board meeting of Thursday, October 13, 2011

I. Call to order by President Brown at 7:06 PM.
Present: Gary Beattie, Christine Brown, Paul Del Rosso, Marie McLean-Yurecka, Jennifer Musa, Patrick Schafer, Sara-Jo Sites, Library Director Ed Dunscombe. Excused: Chris Ryan, Jo Whitney.

II. Reception of visitors: None.

III. Approval of minutes of September 15, 2011: Gary moved to accept, Sara-Jo seconded, carried unanimously.

IV. Manifest of Bills # 4 for September, 2011 (revised). Jen moved to accept, Paul seconded, carried unanimously. #5 for October, 2011. Sara-Jo moved to accept, Patrick seconded, carried unanimously.

V. Financial report: Balance of $977,792.97 in library funds. Ed reviewed projections in various revenue and expense lines. Discussion of sharp increase in health insurance lines. Ed will monitor and may ask village treasurer to attend a future board meeting to explain. Ed will be attending a Broome County budget meeting Oct. 18. Marie moved to accept, Gary seconded, carried unanimously.

VI. Old Business:
None.

VII. New business:
a. Incidents: Ed reviewed the theft of the donation jug and an incident involving a threat made by a patron. Endicott Police Dept. is investigating both, and has been provided with tapes from our security cameras.
b. Director's travels: Ed will be in Saratoga attending the NYLA Conference Nov. 2-5. Ed will be in Florida on vacation Nov. 12-19.
c. Children's librarian position: Margaret Cooper, head of Children's Services, has informed Ed of her decision to retire on or about May 31, 2012.

d. Expiring board terms: Ed advised Patrick and Sara-Jo that their terms are set to expire at the end of 2011. Both are eligible for appointment to new terms.
e. Flood 2011: Ed has waived approximately $300 in library materials damaged in the September 2011 flood while checked out to patrons. The library has given eight temporary registrations to Tioga County non-residents due to the flood and the temporary closure of the Coburn Library in Owego. The Vestal Public Library has decided to also extend this courtesy to our Tioga County neighbors.

VIII. Other Business/Committee Reports

None.

IX. Adjournment: Jen motioned to adjourn at 7:39. Sara-Jo seconded, carried unanimously.

Jo Whitney, Secretary, George F. Johnson Memorial Library

Minutes of the George F. Johnson Memorial Library Board meeting of Thursday, November 10, 2011

I. Call to order by President Brown at 7:01 PM.
Present: Gary Beattie, Christine Brown, Paul Del Rosso, Marie McLean-Yurecka, Jennifer Musa, Chris Ryan, Patrick Schafer, Jo Whitney, Library Director Ed Dunscombe. Excused: Sara-Jo Sites (Patrick left at 7:45 and Jen arrived at 7:45).

II. Reception of visitors: PCC Director April Steenburgh discussed activities at the PCC. Christine complimented April on the success of the PCC.

III. Approval of minutes of October 13, 2011: Gary moved to accept, Jo seconded, carried unanimously.

IV. Manifest of Bills #6 for November, 2011. Gary moved to accept, Marie seconded, carried unanimously.

V. Financial report: Balance of $900, 086.66 in library funds. Ed reviewed projections in various revenue and expense lines. Continued discussion of sharp increase in health insurance lines and Ed distributed a report on the topic. Village of Endicott Treasurer will attend December meeting to answer questions. Paul moved to accept, Jo seconded, carried unanimously with the proviso that the questions surrounding health insurance payments be resolved.

VI. Old Business:
a. Tioga County free cards: Chris moved to continue the free non-resident cards for Tioga County residents while the Coburn Library in Owego remains closed; cards to expire three weeks after Coburn opens. Jen seconded, carried unanimously.

VII. New business:
a. 4CLS Free Direct Access Plan: Marie moved to accept, Paul seconded, carried unanimously.

b. County funding for 2012: Ed reported that Broome County has reduced funding for libraries by several thousand dollars. Ed noted that the total county contribution for all except BCPL has been reduced to the point where the amount GFJ received a few years ago is about the amount that all the libraries save BCPL will receive together in 2012. These cuts occur while GFJ and YHPL bear an increasing share of library activity in Broome County.
c. Breastfeeding policy: Chris distributed a draft breastfeeding policy. After brief discussion Jen moved to accept, Jo seconded, carried unanimously.
d. Holidays for 2012: Jo moved to accept the following schedule of closed holidays: January 1, May 28, July 4, September 3, Nov 21 (close at 5 PM), November 22, December 24, December 25, December 31 (close at 5 P.M.). Closed last Saturday in June through first Saturday before Labor Day. Marie seconded, carried unanimously.

VIII. Other Business/Committee Reports

a. Ed noted an ALA statement in support of security cameras in public libraries, and reviewed several recent incidents in which they have proved helpful.
b. General discussion of tax cap and redistricting.
b. Ed raised for discussion a possible revision of the bylaws to enable the President to cast votes on all motions. Tabled for review.
c. Christine canvassed the board on a staff holiday party. Scheduled at the Endicott Visitor's Center for Tuesday, December 13 at 7 P.M.

IX. Adjournment: Jen motioned to adjourn at 8:50. Chris seconded, carried unanimously.

Jo Whitney, Secretary, George F. Johnson Memorial Library

Minutes of the George F. Johnson Memorial Library Board meeting of Thursday, December 8, 2011

I. Call to order by President Brown at 7:00 PM.
Present: Gary Beattie, Christine Brown, Paul Del Rosso, Jennifer Musa, Chris Ryan, Sara-Jo Sites, Jo Whitney, Library Director Ed Dunscombe. Excused: Marie McLean-Yurecka and Patrick Schafer. (Jo left about 7:45).

II. Reception of visitors: Village Treasurer Anthony Bates responded to questions about health insurance costs. Mr. Bates said he would re-examine the retiree fee structure and report back to Ed.

III. Approval of minutes of November 10, 2011: Jen moved to accept, Sara-Jo seconded, carried unanimously. Final payments made on restroom project.

IV. Manifest of Bills #7 for December, 2011. Sara-Jo moved to accept, Paul seconded, carried unanimously.

V. Financial report: Library fund balances and revenue figures not available in time for meeting. Health insurance costs continue extremely high. Salary line running slightly over budget. Gary moved to accept, Sara-Jo seconded, carried unanimously.

VI. Old Business:
   a. Bylaw revision: Consensus followed general discussion to revise the bylaws to give the President the same power to vote as other board members. Tabled for January meeting. Ed will advise the absent board members.
   b. Unique collections: Ed distributed reports showing the fines received on activated accounts more than pays for the service; value of materials returned in response to notification by Unique is greater than fine monies collected.
   c. Holiday party: General discussion in preparation of the December 13 event, to be held at the Endicott Visitor's Center.

VII. New business:

a. PCC sustainability: General consensus that the board should allocate funds sufficient to maintain the PCC at some level of operation beyond the September 2012 expiration of grant funding.
b. Construction projects: Replacement/repair of glass panels has commenced. Ed is trying to establish contact with the village engineer and an engineer from Keystone Associates regarding the HVAC and maintenance room floor problems.
c. Ed noted some team members of the Binghamton Senators will be participating in a reading event at the library on December 29. They will be bringing the Calder Cup with them.

VIII. Other Business/Committee Reports

a. Chris inquired if there had been any more developments on the tax cap matter. Ed informed the board he has not yet received direction from the New York State Comptroller's Office.

IX. Adjournment: Sara-Jo motioned to adjourn at 8:40. Gary seconded, carried unanimously.

Jo Whitney, Secretary, George F. Johnson Memorial Library