



The Chemung County Library District, with neighborhood libraries in Big Flats, the Bookmobile, Elmira, Horseheads, Van Etten, West Elmira, and on the web at www.cclld.lib.ny.us

Agenda

The February 2014 meeting of the Board of Trustees of the Chemung County Library District will be held on Thursday, February 20, 2014 at 6:00 pm at the **Central Library, 101 E. Church St. Elmira, NY 14901**. The agenda for the meeting is listed below. If you are unable to attend, please inform Mr. Roberts (271-9625), Mrs. Santulli (733-8607), or Mr. Shaw (733-8611).

1. Call to order
2. Pledge of allegiance
3. Approval of minutes (document #2014-7) and
4. Treasurer's report
 - a) Financial report (document #2014-8)
 - b) Report of Unpaid Bills Detail (document #2014-9)
5. Correspondence
6. President's report
7. Director's Report
 8. Committee reports:
 - a) Executive Committee (Roberts)
 - 1) Report of the Committee meeting (document #2014-10)
 - b) Budget & Finance Committee (Cook)
 - 1) Report of the Committee meeting (document #2014-1)
 - c) Building & Grounds Committee (Savash)
 - 1) Report of the Committee meeting
 - d) Personnel Committee (Cady)
9. Old business
10. New business
11. Period for public expression
12. Adjournment

(Minutes of the JANUARY 2014 meeting of the Chemung County Library District Board of Trustees. Document #2014-7)

Minutes of the January 2014 meeting of the Chemung County Library District Board of Trustees. The meeting was held on Thursday, January 16th, 2013 at the Central Branch, 101 East Church Street, Elmira, New York. President Richard Roberts called the meeting to order at 6:00pm. Present were Ann Hayes, Georgia Reynolds, John Savash, Bonnie Chollet, Sue Cook, Michael Muldoon, Marge Kappanadze, Juan Jones, Ann Cady, James Hare, Tim Blandford and Jessica Roberts. Excused: Rita Dery and Rachel Dworkin. Also present were Ron Shaw, the Library District's Director and Joan Santulli, the Library District's Administrative Assistant.

Minutes. The minutes of the December 2013 meeting (Document #2014-1) were presented for board review. The minutes were corrected (J. Savash was excused and a Ms. Roberts was changed to Mr. Roberts) and approved by unanimous consent.

Financial Report. The December 31st, 2013 Financial Report (Document #2014-2) was presented for board review. By unanimous consent, the December Financial Report was approved as distributed and will be filed for audit.

Report of Unpaid Bills. (Document #2014-3). Ms. Cook noted that the bill lists include the 1st installment to Perry & Carroll for the 2014 insurance policies and a Demco bill for furniture for the Horseheads Library being funded by the Public Library Foundation. By unanimous consent, the board authorizes the payment of the unpaid bills dated 12/31/13 General Fund - \$22,188.79 and Grant Fund \$565.03; the unpaid bills dated 1/6/14 General Fund - \$9,133.45 and 1/8/14 General Fund - \$20,078.71 as distributed.

Newly elected board members – Ann Hayes - District 2; Georgia Reynolds – District 3; John Savash – District 4; Bonnie Chollet – District 5; Marge Kappanadze – District 8 and Juan Jones – District 9 then took their oath of office given by notary Sherrill Collins.

Correspondence. Mr. Shaw passed around thank you notes from the National Soaring Museum (program with Mrs. Claus) and the Elmira Water Board (for use of the building). End of year donations were received from Mr. Combs, the Moehlmann family and Ms. C. Cook. Also CCLD received a map letter from Mr. Nykiel. Also received was a \$3,000 check from the Southern Tier Library System (STLS) to be used for Adult Literacy Training in the Computer Lab.

President's Report. President Roberts stated that an initial meeting between the Negotiating Committee and CSEA reps has not yet been scheduled.

Director's Report. Mr. Shaw discussed the following:

- CCLD IT issues. Due to many other IT issues that have taken precedence over the last couple of years, the Library District is now in crisis mode for the replacement of computers at all branches. Eighty-one computers are no longer supported under a maintenance agreement. New computers will cost approximately \$700 each. The computer grant that CCLD is waiting funding from can be used to purchase some of the replacements. The current IT reserve fund may need to be tapped as well.
- Staff. The vacant Youth Services Clerk position has been filled. This completes the process that was started last February with Civil Service. It also completes a requirement of the strategic plan. Staff members are now being asked to view cost saving technical training webinars that will save the Library District on registration fees and travel expenses.

- Programs. A new home-school program is being planned for the Big Flats Library and will kickoff in March. Program attendance at Big Flats has gone down since 2010. Ms. Peel, the new Big Flats Supervisor will be contacting the Community Center to work with them on doing some programs at the Center. Happy Hogmanay (fine forgiveness week) was a success with 331 items collected.
- STLS issues. The Library District is still awaiting information on the Southern Tier West Grant that will fund new computers. Regarding the expenditure and selection of Downloadable materials using cost-share, only 7 libraries in the system have responded that they will select their own materials. The balance will be split between STLS, Corning and CCLD. The \$3,000 check received from STLS this month will be used to provide computer literacy classes to community members. Mr. Shaw has requested consideration from STLS for the Library District to have 2 representatives on the Director's Advisory Council. CCLD has had only one vote in spite of the fact that we are the only multiple branch library in the system, are the Central Library, and pay the largest amount of cost share. Regarding "Freegal" – a downloadable music streaming software, STLS is waiting to fill the Deputy Director position before this will be finalized.

Executive Committee. The report of the Executive Committee was presented in writing to the board (Document #2014-4). President Roberts stated the work place safety inspection required by Worker's Compensation has been completed. A new Safety Committee (made up of staff) will be formed and a Safety Manual will be created. The Committee discussed the flood insurance quotes which will be covered at this meeting under Old Business.

Budget & Finance Committee. The report of the Budget & Finance Committee meeting was distributed in writing to the board (Document #2014-5). Ms. Cook stated that all items discussed at their meeting have been covered.

Buildings & Grounds Committee. The report of the Buildings & Grounds Committee meeting was submitted in writing to the board (Document #2014-6). The Committee reviewed an interim invoice from Foor & Associates (Project Manager for the 2013 State Construction projects). Mr. Savash moved, seconded by Mr. Muldoon to pay the \$600 invoice from Foor & Associates. Motion Carried. Regarding the Worker's Compensation inspection, the County Buildings & Grounds staff has already begun working on correcting the items mentioned in the inspection. Since Sue Oliver has all the diagrams of CCLD buildings, she was contacted to draw up diagrams of emergency exits to post in all our facilities.

Regarding the Horseheads facility, Supervisor Ms. Poppendeck will be requesting funding for several projects from the Public Library Foundation of Chemung County (the Horseheads Foundation). Said projects include full carpet replacement, painting of the interior of the building and some new furniture. These projects total an approximate \$38,000.

Mr. Savash requested board input on whether or not members of his committee can video conference into their meetings. He will follow up by contacting the State to determine what the law states about this. Mr. Savash also stated that he has been working on a 3-year planning budget for CCLD. The future financial picture looks bleak. This multi year budget will be presented to the board once it is complete. Based on this, Mr. Savash feels strongly that the Library District place a moratorium on any future capital projects at both the Big Flats and West Elmira Libraries and focus instead on the Horseheads and Central Libraries. Current State Construction projects can continue to take place due to the funds that CCLD has placed in reserve for those expenditures.

Personnel Committee. Ms. Cady stated that the Committee needs to meet before Mr. Shaw's vacation at the end of February.

Old Business. The newest flood insurance quotes have come in at \$11,794. This amount is over and above the amount set aside for insurance in the 2014 budget but is lower than the original \$16,000 quote. Following discussion about whether or not to insure all CCLD buildings, Ms. Reynolds moved, seconded by Mr. Hare to have flood insurance on the Central, Big Flats, West Elmira and Horseheads Libraries. Motion Carried.

New Business. None.

Public Expression. Joe Caparulo, President of the Friends of CCLD, stated that volunteers are needed at their annual book sale which starts February 6, 2014 at the Arnot Mall. Sherrill Collins, STLS board member stated that the Library System is doing some internal reorganization and is redefining and clarifying its role with member libraries.

Ms. Roberts moved, seconded by Mr. Blandford to move into Executive Session to discuss personnel and Union contract negotiations. **Moved by Ms. Reynolds, seconded by Mr. Jones.**

The meeting was adjourned at **8:**. The next regular meeting of the board will be held on Thursday, February 20th, 2014 at 6:00pm at the Central Library (Steele), 101 East Church Street, Elmira, New York.

CHEMUNG COUNTY LIBRARY DISTRICT

(DOCUMENT #2014-8)

Financial Report - January 31, 2014

Income	2014 Annual Budget	Received to Date	Balance Remaining	Percentage Received	Percentage through Year	Notes
Library Fines, Fees & Contributions	\$ 67,600	\$ 5,851	\$ 61,749	9%		
Grants (other than N.Y.S.)	\$ -	\$ 3,000				STLS - Literacy Training \$3,000
Foundation Contributions	\$ 165,000		165,000	0%		
Library District Tax Receipts	\$ 2,636,994		2,636,994	0%		
PILOT Funds	\$ 31,850					
Interest on Investments	\$ 3,000		3,000	0%		
State Aid						
Central Library Development	\$ 88,044		88,044	0%		
Central Book Aid	\$ 60,000		60,000	0%		
Local Library Services Aid	\$ 37,000		37,000	0%		
Other State Aid	\$ 1,600		1,600	0%		
TOTAL INCOME	\$ 3,091,088	\$ 8,851	\$ 3,053,387	0%	8%	
Expense	Annual Budget	Expended to Date	Balance Remaining	Percent Expended	Percentage through Year	Notes
Personnel						
Salaries	1,346,099	\$ 100,498	\$ 1,245,601	7%		
Sunday & Holiday Salaries	7,035	\$ 142	6,893	2%		
Employee Benefits						
FICA	102,865	\$ 7,433	\$ 95,432	7%		
NY State Retirement	282,645	\$ 31,725	\$ 250,920	11%		
Medical & Dental	406,411	\$ 53,924	\$ 352,487	13%		
Other (Disability, Wk. Comp, Unemp)	20,844	\$ 9,358	\$ 11,486	45%		
Subtotal - Personnel Expenses	2,165,899	203,080	\$ 1,962,819	9%	8%	
Contractual						
Equipment	17,007		17,007	0%		
Telephone	11,950	\$ 1,071	10,879	9%		
Supplies	36,850	\$ 2,272	34,578	6%		
Travel & Continuing Education	18,170	\$ 272	17,898	1%		
Repairs & Maintenance	41,545	\$ 2,830	38,715	7%		
Postage	2,625	\$ -	2,625	0%		
Library Materials (books, video, etc.)	297,551	\$ 3,526	294,025	1%		Gift Funds \$328
Utilities	72,440	\$ -	72,440	0%		
Building Cleaning Supplies	16,825	\$ 186	16,639	1%		
Fuel, Gas & Oil (Bookmobile)	4,000	\$ -	4,000	0%		
Insurance	26,500	\$ 23,468	3,032	89%		Incl. \$11,794 Flood Insurance + \$11,673 first installment other insurance
Vehicle Operation / Maintenance	1,000	\$ -	1,000	0%		
Professional Fees (audit, engineer/legal fees)	29,175	\$ 1,074	28,101	4%		
Data Processing Expenses (Cost Share)	113,385	\$ 1,010	112,375	1%		
Payment of Taxes	4,775	\$ 1,990	2,785	42%		
Library Programming	27,500	\$ 1,308	26,192	5%		Friends of CCLD \$80, VE grant \$40
Chemung County costs (B&G, vision)	16,000	\$ -	16,000	0%		
Capital Improvements STATE CONST see below	10,000	\$ 2,600	7,400	26%		Project Manager - construction projects
Contingency Fund	53,066	\$ -	53,066	0%		
Debt Service	\$ 62,225		62,225	0%		
Subtotal Expenses	\$ 3,028,488	\$ 244,687	\$ 2,783,801	8%	8%	
2013 & 2014 State Construction Projects						
TOTAL EXPENSES	\$ 3,028,488	\$ 244,687				

Chemung County Library District General Fund
Unpaid Bills Detail
As of February 20, 2014

Document #2014-9

	<u>Date</u>	<u>Memo</u>	<u>Open Balance</u>
Alexandra Siy			
	02/20/2014	Author visit 3/13/14	300.00
Total Alexandra Siy			<u>300.00</u>
Barn Livin' LLC			
	02/20/2014	Prof Svc-Emergency Egress Diagrams	850.00
Total Barn Livin' LLC			<u>850.00</u>
Blackstone Audio			
	02/20/2014	DVD purchases Dec 2013	619.96
Total Blackstone Audio			<u>619.96</u>
Brodart Co.			
	02/20/2014	LabCentral puppet stage, activity table, learning wall pd by Grant	3,018.35
Total Brodart Co.			<u>3,018.35</u>
Capabilities, Inc.			
	02/20/2014	Library Cleaning - HFL, WE, & BF JAN	1,260.00
Total Capabilities, Inc.			<u>1,260.00</u>
Casella Waste Systems, Inc.			
	02/20/2014	BF/WE/HH JAN 2014	164.54
Total Casella Waste Systems, Inc.			<u>164.54</u>
CCLD Petty Cash			
	02/20/2014	Petty Cash reimbursement - WE	113.05
Total CCLD Petty Cash			<u>113.05</u>
Chemung County Buildings & Grounds Dept.			
	02/20/2014	Utility & Bldg Maint. chg- 4th Qtr 2013	24,747.11
Total Chemung County Buildings & Grounds Dept.			<u>24,747.11</u>
CHILDREN'S PLUS INC.			
	02/20/2014	Books Purchased - Central	704.61
Total CHILDREN'S PLUS INC.			<u>704.61</u>
Demco, Inc.			
	02/20/2014	Labels for books/DVD cases - HH/Central	570.03
Total Demco, Inc.			<u>570.03</u>
Doris Farmer			
	02/20/2014	Yoga program 2/26, 3/5 at Central	300.00
Total Doris Farmer			<u>300.00</u>
Elmira City Chamberlain			
	02/20/2014	Downtown Development Tax - ST	2,652.84
Total Elmira City Chamberlain			<u>2,652.84</u>
Elmira Water Board			
	02/20/2014	Water bill - WE	269.86
Total Elmira Water Board			<u>269.86</u>

Chemung County Library District General Fund
Unpaid Bills Detail
As of February 20, 2014

Document #2014-9

<u>Date</u>	<u>Memo</u>	<u>Open Balance</u>
Fire Alarm Service Technology, Inc.		
02/20/2014	battery repl-fire alarm panel-HH	131.00
Total Fire Alarm Service Technology, Inc.		<u>131.00</u>
First Transit		
02/20/2014	Bookmobile fuel - 1/6-1/23	337.65
Total First Transit		<u>337.65</u>
Gressco LTD.		
02/20/2014	DVD security cases for ST	1,242.34
Total Gressco LTD.		<u>1,242.34</u>
Kathleen M. McIntyre		
02/20/2014	overpymt of collection fee	20.00
Total Kathleen M. McIntyre		<u>20.00</u>
Kevin J. Rich		
02/20/2014	Genealogy purchase-Irish Immigrants	147.95
Total Kevin J. Rich		<u>147.95</u>
Recorded Books		
02/20/2014	DVD order	379.20
Total Recorded Books		<u>379.20</u>
Reliable Computer Products		
02/20/2014	printer cartridges WE/BKM/VE	637.90
Total Reliable Computer Products		<u>637.90</u>
Southern Tier Library System		
02/20/2014	Netgear switches for IT	1,412.71
02/20/2014	processing fees all libraries DEC 13	716.25
Total Southern Tier Library System		<u>2,128.96</u>
Staples Advantage		
02/20/2014	office supplies all libraries	432.94
Total Staples Advantage		<u>432.94</u>
The Penworthy Company		
02/20/2014	JUV Library materials Central	2,031.12
Total The Penworthy Company		<u>2,031.12</u>
Unique Management Services, Inc.		
02/20/2014	JAN placements	490.50
Total Unique Management Services, Inc.		<u>490.50</u>
Upstart		
02/20/2014	SRC supplies all libraries/JUV prog	2,977.29
Total Upstart		<u>2,977.29</u>
Wegmans Food Markets Inc.		
02/20/2014	Program Supplies Central JUV/HH	90.87
		<u>90.87</u>

Chemung County Library District General Fund
Unpaid Bills Detail
As of February 20, 2014

Document #2014-9

	<u>Date</u>	<u>Memo</u>	<u>Open Balance</u>
Total Wegmans Food Markets Inc.			90.87
Wine And Design			
	02/20/2014	BF program 3/3/14	350.00
Total Wine And Design			<u>350.00</u>
Yuki Schillo			
	02/20/2014	6 week storytime 2/6-3/13	180.00
Total Yuki Schillo			<u>180.00</u>
			<u><u>47,148.07</u></u>

Unpaid Bills Detail

As of February 5, 2014

	<u>Date</u>	<u>Memo</u>	<u>Open Balance</u>
ABC-CLIO, Inc.			
	02/03/2014	Reference material	28.69
Total ABC-CLIO, Inc.			<u>28.69</u>
City Directories			
	02/03/2014	Reference materials	247.00
Total City Directories			<u>247.00</u>
Ebsco Subscription Services			
	02/03/2014	Reference material-Novelist Online-FINAL pymt 20	5,059.00
Total Ebsco Subscription Services			<u>5,059.00</u>
Ingram Library Services			
	02/03/2014	Non Fiction Feb Statement	1,506.12
Total Ingram Library Services			<u>1,506.12</u>
			<u>6,840.81</u>

Chemung County Library District General Fund
Unpaid Bills Detail
As of February 5, 2014

Document #2014-9

	<u>Date</u>	<u>Memo</u>		<u>Open Balance</u>
A & M Works, Inc.				
	02/05/2014	Snow removal 1/2 - 1/18 HH & WE		1,220.00
Total A & M Works, Inc.				<u>1,220.00</u>
Amazon Credit Plan				
	02/05/2014	Purchases - all libraries 12/3 - 1/9		1,724.35
Total Amazon Credit Plan				<u>1,724.35</u>
Arlene Parker				
	02/05/2014	Patron Refund		15.00
Total Arlene Parker				<u>15.00</u>
Autumn Rose Lester				
	02/05/2014	Patron Appreciation at WE		50.00
Total Autumn Rose Lester				<u>50.00</u>
B & C Photo, Inc.				
	02/05/2014	batteries BKM camera		7.95
Total B & C Photo, Inc.				<u>7.95</u>
Belmont Free Library				
	02/05/2014	Payment for Lost Book		16.00
Total Belmont Free Library				<u>16.00</u>
Briz				
	02/05/2014	Teen program 2/20 at Central		350.00
Total Briz				<u>350.00</u>
Casella Waste Systems, Inc.				
	02/05/2014	BF/WE/HH DEC invoice		164.54
Total Casella Waste Systems, Inc.				<u>164.54</u>
CCLD Petty Cash				
	02/05/2014	Petty Cash reimbursement - ALL LIB		575.90
Total CCLD Petty Cash				<u>575.90</u>
Cengage Learning, Inc.				
	02/05/2014	Fiction Purchases-Central/WE		669.61
Total Cengage Learning, Inc.				<u>669.61</u>
Center Point Large Print				
	02/05/2014	BKM/FIC books		382.26
Total Center Point Large Print				<u>382.26</u>
Chemung Canal Trust Company				
	02/05/2014	JAN credit card chg-Prof fees/IT supply		184.75
Total Chemung Canal Trust Company				<u>184.75</u>
CHILDREN'S PLUS INC.				
	02/05/2014	Books Purchased - Central		809.57
Total CHILDREN'S PLUS INC.				<u>809.57</u>

Chemung County Library District General Fund
Unpaid Bills Detail
As of February 5, 2014

Document #2014-9

	<u>Date</u>	<u>Memo</u>		<u>Open Balance</u>
Deborah L. Brimmer				
	02/05/2014	mileage reimb JAN		36.96
Total Deborah L. Brimmer				<u>36.96</u>
EBSCO Subscription Services				
	02/05/2014	magazine subscriptions-pd with Gift funds		290.51
Total EBSCO Subscription Services				<u>290.51</u>
Elmira Water Board				
	02/05/2014	Water bill - Central		238.34
Total Elmira Water Board				<u>238.34</u>
First Transit				
	02/05/2014	Bookmobile fuel - 11/25-12/19		431.90
Total First Transit				<u>431.90</u>
Hubert Wang				
	02/05/2014	Patron refund		20.00
Total Hubert Wang				<u>20.00</u>
Imperial Door Controls, Inc.				
	02/05/2014	BF door repair/maint agmt BF/WE		501.25
Total Imperial Door Controls, Inc.				<u>501.25</u>
Ingram Library Services				
	02/05/2014	Library materials - FEB statement		6,340.52
Total Ingram Library Services				<u>6,340.52</u>
JFJ Disc Repair				
	02/05/2014	DVD Repair supplies - Central		17.27
Total JFJ Disc Repair				<u>17.27</u>
Lakeshore Learning Materials				
	02/05/2014	supplies for LabCentral pd by Grant		1,214.01
Total Lakeshore Learning Materials				<u>1,214.01</u>
Marc Chevalier				
	02/05/2014	Patron App Day at WE and Central		200.00
Total Marc Chevalier				<u>200.00</u>
MCI				
	02/05/2014	Long distance chg-BF/HH		57.74
Total MCI				<u>57.74</u>
Melanie Cassarly				
	02/05/2014	Mileage reimb 9/13 - 1/14		10.08
Total Melanie Cassarly				<u>10.08</u>
Michael Truesdail				
	02/05/2014	Mileage reimb JAN		30.80
				<u>30.80</u>

Chemung County Library District General Fund
Unpaid Bills Detail
As of February 5, 2014

Document #2014-9

	<u>Date</u>	<u>Memo</u>	<u>Open Balance</u>
Total Michael Truesdail			30.80
MidWest Tape			
	02/05/2014	DVD/Audio purchases - HH/WE/Central	3,551.49
Total MidWest Tape			<u>3,551.49</u>
NYLA/Youth Services Section			
	02/05/2014	Conference registration 4/3/14 Four staff	600.00
Total NYLA/Youth Services Section			<u>600.00</u>
Office Equipment Source, Inc.			
	02/05/2014	Quarterly Maint Agmt-BF Copier	25.14
Total Office Equipment Source, Inc.			<u>25.14</u>
Petty Cash-Central			
	02/05/2014	Postage/VE/HH/Teen&AD program supplies	325.30
Total Petty Cash-Central			<u>325.30</u>
Pitney Bowes			
	02/05/2014	qtrly leasing of mail machine Nov - Jan	618.00
Total Pitney Bowes			<u>618.00</u>
ProQuest LLC			
	02/05/2014	Ancestry/Heritage Quest FINAL pymt for 2014	218.20
Total ProQuest LLC			<u>218.20</u>
RadioShack Corporation			
	02/05/2014	new phone-Central	37.98
Total RadioShack Corporation			<u>37.98</u>
Safety Outsource Associates			
	02/05/2014	Workplace Safety Inspection all libraries	1,983.75
Total Safety Outsource Associates			<u>1,983.75</u>
School Specialty			
	02/05/2014	LabCentral Supplies pd by Grant	2,775.96
Total School Specialty			<u>2,775.96</u>
Sprint			
	02/05/2014	long dist HH	11.08
Total Sprint			<u>11.08</u>
Staples Advantage			
	02/05/2014	office supplies BF	133.00
Total Staples Advantage			<u>133.00</u>
Swift Office Equipment, Inc.			
	02/05/2014	Maint. Contract-HH copier Oct - Dec	339.48
Total Swift Office Equipment, Inc.			<u>339.48</u>
Tei Landmark Audio			

Chemung County Library District General Fund
Unpaid Bills Detail
As of February 5, 2014

Document #2014-9

	<u>Date</u>	<u>Memo</u>	<u>Open Balance</u>
	02/05/2014	Av supply for Van Etten	19.74
Total Tei Landmark Audio			<u>19.74</u>
The Ithaca Journal			
	02/05/2014	annual subscription - Central 2014	238.02
Total The Ithaca Journal			<u>238.02</u>
Time Warner Cable			
	02/05/2014	VPN service all libraries	496.17
Total Time Warner Cable			<u>496.17</u>
Vasco Brands, Inc.			
	02/05/2014	cleaning/paper supplies all libraries vacuum repair	1,702.90
Total Vasco Brands, Inc.			<u>1,702.90</u>
Verizon			
	02/05/2014	phone service Elevator/HH/Central/WE	1,041.07
Total Verizon			<u>1,041.07</u>
Verizon Wireless			
	02/05/2014	BKM/Admin. cellular service	201.94
Total Verizon Wireless			<u>201.94</u>
			<u><u>29,878.53</u></u>

Document #2014-10

Report of the February 6th, 2014 meeting of the Executive Committee of the Chemung County Library District:

A meeting of the Executive Committee of the Chemung County Library District was moved from Wednesday February 5th due to the weather and was held on Thursday, February 6th, 2014. Attending the meeting were Richard Roberts, Marge Kappanadze and Georgia Reynolds; and Ron Shaw and Joan Santulli, CCLD management. The meeting opened at 5:25pm.

President Roberts updated the Committee on the status of the discussions with the CSEA regarding the contract.

Mr. Shaw discussed the following:

- The Food Bank of the Southern Tier reported that CCLD donated food (received during fine forgiveness week) valued at \$368.00.
- Library Advocacy Day in Albany is scheduled for February 26th. The Southern Tier Library System (STLS) will be hiring a bus to take interested parties to Albany. Board members are encouraged to attend.
- Flood Insurance Policies have been received and are effective beginning February 27, 2014.
- A Memorandum of Agreement for the “Work Study Program” was signed by President Roberts.
- All issues listed in the inspector’s report regarding workplace safety have been addressed within the appropriate timeline.

Ms. Santulli presented the Unpaid Bills Detail dated 2/5/14 for the General Fund in the amount of 29,878.53 and for the Grant Fund - \$6,840.81. Ms. Reynolds moved, seconded by Ms. Kappanadze to pay the bills as listed. Motion Carried.

The meeting adjourned at 6:05pm. The next meeting of the Executive Committee of the Chemung County Library District will be held on Wednesday, March 5th at 6pm in the Petrie Conference Room of the Steele Memorial Library.

Document #2014-11

Report of the February 12th, 2014 meeting of the Budget & Finance Committee of the Chemung County Library District:

A meeting of the Budget & Finance Committee of the Chemung County Library District was held on Wednesday, February 12th, 2013. Attending the meeting were CCLD board members Sue Cook, Georgia Reynolds, Marge Kappanadze and community member Robin Fitzgerald. Also attending were Joan Santulli and Ron Shaw, CCLD Administration. The meeting opened at 8am.

Ms. Santulli presented the January 31st, 2014 Financial Report to the Committee. The Report will be forwarded to the full CCLD board for its consideration. She also reported the receipt of the check from the Chemung County Treasurer for the full amount of the tax revenue due to the Library District for 2014.

Ms. Santulli presented the 2/20/14 Unpaid Bills Detail for the General Fund bills totaling \$47,148.07 (that includes the 4th Quarter Utility payment to the County, the annual Flood Insurance payment and the 1st quarter payment to Perry & Carroll for Property & Liability Insurance). The Unpaid Bills Detail will be forwarded to the full CCLD board for its consideration.

Ms. Cook will review the entire year's bank statements to verify that reconciliations were done each month per the auditor's recommendation.

The meeting adjourned at 8:16am. The next meeting of the Budget & Finance Committee will be held on Wednesday, March 12th, 2014 at 8:00am in the Petrie Conference Room of the Steele Memorial Library.

**LIBRARY ADVOCACY DAY
FOR SOUTHERN TIER PUBLIC LIBRARIES**

Wednesday, February 26th, 2014

Registration Form - Reply by Friday, February 14th, 2014

To: Anna Ezzolo
ezzoloa@stls.org
607 962-3141, ext 205 FAX 607 962-5356
9424 Scott Road
Painted Post, NY 14870

Library _____

I (we) will travel to Albany on February 26th:

On the Chartered Bus ___ Driving my own vehicle ___ (Please check one)

Please check one

Leaving STLS headquarters, Painted Post (Exit 42) @ 6:00 a.m. _____

Leaving K-Mart in Grand Central Plaza, Horseheads @ 6:30 a.m. _____

Leaving Albany @ 4:00 p.m.

Arriving Grand Central Plaza @ 8:15 p.m.

Arriving STLS @ 8:45 p.m.

All adults (16+) must show a photo ID to enter the Legislative Office buildings. It is recommended that attendees carry a photo ID at all times. In addition, items that are sharp or may be construed as weapons are not allowed in any of the Empire State Plaza buildings.

Representative #1

NAME _____ TELEPHONE _____ CELL _____

ADDRESS _____

MEMBER LIBRARY _____

COUNTY _____

Representative #2

NAME _____ TELEPHONE _____ CELL _____

ADDRESS _____

MEMBER LIBRARY _____

COUNTY _____

Your Participation Speaks Volumes...

LIBRARY ADVOCACY DAY FOR SOUTHERN TIER PUBLIC LIBRARIES

Meet with your Legislators in Albany to:

- **Minimize STLS Cost Share Increases**
- **Maintain STLS Public Library Construction Aid**
- **Increase New York State Aid to Member Libraries**
- **Improve Overall STLS Services**

Dear Southern Tier Member Libraries:

New York State funding for public libraries is essential. The Southern Tier Library System receives 75% of its operational revenue from State funds. When library funding is cut or simply maintained, STLS finds it difficult to keep up with the rising costs associated with providing quality services to our member libraries.

Additionally, State library funds provide much needed construction aid to our member libraries, and supplemental operating aid. If these funds cease to exist, local member libraries would receive zero financial support from New York State. When library funding increases we all win!

Each year when we visit Albany, legislators reply to our concerns with one simple message... "Your voice speaks volumes!" Legislators continually tell us they truly listen to those who visit in masses, and consider their interests when making key decisions on legislation. Member library participation does improve the state of Southern Tier libraries.

The Southern Tier Library System seeks a minimum of two representatives per county to advocate for library funding on Wednesday, February 26, 2014.

On the back of this flyer you will find a registration form for this year's day trip. It should be completed and returned to STLS by Friday, February 14th – Attn: Anna Ezzolo, Administrative Coordinator.

There are no registration fees to participate. Snacks will be provided on the bus ride, and several stops will be made along the way for rest room and meal breaks.

Please feel free to contact Executive Director Brian Hildreth (communitylibrarypartner@stls.org) or Anna Ezzolo (ezzoloa@stls.org) with questions. Your consideration and support is greatly appreciated!