

Lee-Whedon Memorial Library

Board Meeting April 10, 2017

Present: I. Mark, C. Kiebala, S. O'Dea, D. Schwert, B. Conners, C. Cooper, K. Mostyn

Bel Conners accepted the appointment to serve on the Board for the remainder of Maryellen Dale's term.

The Open Hearing was held.

C. Cooper called the meeting to order at 4:01 p.m.

The Agenda was unanimously adopted on a motion made by D. Schwert and seconded by C. Kiebala.

The March minutes as amended were unanimously approved on a motion made by S. O'Dea and seconded by C. Kiebala.

Financial Reports were distributed for the month of March:

- March Deposit \$5,237.35 (Re-Reg \$25, Memorials \$515, Fines \$381, Fax \$325, Notary \$24, Lost \$71.96, Utica National refund \$1,337, FF return to LW \$2,000)
- Aging: \$7,898.70, Transactions: \$101.32
 - All trustees present read and initialed the reports
- C. Kiebala made a motion to pay the bills and it was seconded by D. Schwert. The motion passed unanimously.
- PILOT update. C. Cooper signed a Memorandum of Agreement with the school. We should receive our back payments within 30 days of the school signing the agreement.

The Financial Report was reviewed and unanimously approved on a motion made by I. Mark and seconded by C. Kiebala.

Our monthly statistics for March were an attendance of 6,671, circulation of 6,576, Overdrive downloads of 151, Zinio downloads of 56, and Hoopla downloads of 176. Our computer software was updated and we couldn't find the usage statistics.

C. Cooper distributed flyers for the NIOGA Sustainability workshop. Everyone was encouraged to attend.

Assemblyman Stephen Hawley sent a letter to the Board in response to the letters sent requesting his support for library funding.

Susan Schultz broke her shoulder/upper arm while on vacation and will be out of work for a minimum 2 weeks. She may have to have surgery. She is meeting with her doctor later this week to determine if that is necessary.

Bathroom renovations will begin on April 11th.

The Checkout Challenge is underway. The challenge runs from April 1-15. C. Cooper and K. Mostyn visited 2 English classes at GCC to promote the program. K. Mostyn also spent April 7th at the High School speaking with English classes in grades 8-11 promoting the program. We have had lots of entries so far and though the lawn signs are difficult to read we have had quite a few people coming in to ask about them.

C. Cooper and S. Kleinhans distributed the lap quilts from our Christmas tree. They gave 4 each to Hospice, North Wing, Orchard Manor, and the Villages.

C. Cooper would like to have an evergreen bush removed from the front garden. The Board looked at the bush in question and agreed it should be removed and the evergreen tree opposite it should also be removed. C. Cooper will follow up with Michael Klepp.

C. Cooper gave a second presentation from Andy regarding the Children's tree. The Board greatly appreciated the miniature model and liked the look and texture. They wanted to check on the size of the nooks and see if a smiley face and a heart with the initials MD could be included. They are still looking at other options too. K. Mostyn will be visiting a Children's tree in Victor tomorrow.

C. Kiebala enquired about the pizza party for the staff. If they would like something else that is fine. C. Cooper will schedule something in April or May.

The Board reviewed the proposed Budget for next year. The salaries must be discussed further and a second meeting was scheduled.

Upcoming Programs:

- Prohibition continues. Attendees are enjoying the books and discussions.
- Ukrainian Pysanky program is May 6th.
- S. McAllister has the Zoomobile, Code Camp, and a Princess Party April 11-13.

The Board meeting was adjourned at 5:10 p.m.

The Budget Meeting is April 24, 2017 at 4:30 p.m.

The next Regular Board Meeting is May 8 at 6:00 p.m.

The ANNUAL MEETING is May 8 at 7:00 p.m.