

## Lee-Whedon Memorial Library

### Board Meeting July 10, 2017

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

The Open Hearing was held.

Reggie Cichocki from Orleans Construction walked us through the parking lot issues; he will cut out and repair the pot hole, fix the cracks, seal and stripe the lot. He also pointed out that several sections of our sidewalks are in need of repair. He will be sending us quotes.

C. Cooper called the meeting to order at 4:20 p.m.

The Agenda was unanimously adopted on a motion made by C. Kiebala and seconded by I. Mark.

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

Financial Reports were distributed for the month of June:

- June Deposit \$1,648.56 (Re-Reg \$27, Memorials \$175, Fines \$580, Fax \$405, Notary \$18, Lost \$51.90, Friends reimbursement: \$287, NIOGA refund: \$105)
- Aging: \$8,833.43, Transactions: \$-12,525.40
  - All trustees present read and initialed the reports
- D. Schwert made a motion to pay the bills and it was seconded by C. Kiebala. The motion passed unanimously.
- M. Klepp submitted his bill for payment, \$5,990. S. O'Dea made a motion to pay the bill and was seconded by B. Conners. The motion passed unanimously.
- June 30<sup>th</sup> was the end of our fiscal year. The Board reviewed our financial status.
- We have a balance of \$47,976. The board unanimously voted to move that money to the Capital Fund on a motion by D. Schwert and seconded by S. O'Dea.
- The Financial Report was reviewed and unanimously approved on a motion made by S. O'Dea and seconded by B. Conners.

Our monthly statistics for June were an attendance of 7,851, circulation of 6,177, Overdrive downloads of 124, Zinio downloads of 80, Hoopla downloads of 229, and computer use of 658.

Oaths of Office were taken by D. Schwert and B. Conners.

We have been vandalized several times in the past few weeks. Our children's garden had the bird bath disassembled and the flowers and plants ripped out, our parking lot was decorated with a large phallus and vulgar language, and finally our building was covered in flour, maple syrup, and chocolate syrup. The vandals were identified and charges were pressed for the parking lot and building vandalism. All of those involved were also banned from the property. We will need to have the building power washed because the syrup has stained the brick, the bill will be sent to the 2 girls responsible for the damage. We will look into having the brick sealed so that it does not absorb materials so efficiently.

The concrete at the top of the building, the parapet, also needs to be power washed.

C. Cooper has contacted our video surveillance company about upgrading our system. It was installed 7+ years ago and technology has greatly improved in that time. DSS submitted a proposal for new cameras, software upgrades, hardware upgrades, and installation. We will be able to apply to offset some of the cost in our Construction grant this

year. In addition to the changes in the proposal we will also need to have a camera aimed at the Children's garden as that is a blind spot. The board unanimously approved the proposal with the addition of a camera for the children's garden on a motion by S. O'Dea and seconded by C. Kiebala. The work will be done this summer.

The bathrooms are finished and M. Boungiorne has been paid in full, as of today. We have received a lot of positive feedback on the upgrades.

Mitzi Fredericks has submitted a letter of resignation. Mitzi has been here for 9 years; her last day will be August 31. We will begin looking for a replacement soon.

M. Klepp is still working on getting us a tree. He has selected a Redbud instead of a dwarf crab apple due to its present scarcity. We hope to have it planted soon.

D. Schwert sent C. Cooper information on the artificial tree at his vacation resort. C. Cooper researched the tree and found that the base price is \$10,000. The Board will no longer be looking for an artificial tree for the Children's department; instead the Board would like to install a bench in memory of Maryellen in the book garden. It was suggested that we look for a 5 foot bench. C. Cooper will start getting prices.

B. Conners updated us on the bike rack progress. They have put 4 or 5 coats of paint on so far and it is nearing completion. B. Conners will call us to arrange pick up when it is finished.

K. Mostyn has been approved for Google Adwords for Nonprofits. It is a grant program giving us free ads up to \$10,000 a month on Google. We should start seeing ads for Lee-Whedon soon.

#### Upcoming Programs:

- Summer Reading programs for children, teens and adults has begun!

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

**The next Regular Board Meeting is August 14<sup>th</sup> at 4:00 p.m.**