

Lee-Whedon Memorial Library

Board Meeting April 11, 2016

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

C. Cooper called the meeting to order at 4:02 p.m.

The Open Hearing was held.

The Agenda was unanimously adopted on a motion made by C. Kiebala and seconded by S. O'Dea.

The March minutes 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 \$3,308 (memorials \$40, fines \$639.77, Fax \$344)
- Aging: \$11,695.08, Transactions: \$5,230.88
 - All trustees present read and initialed the reports
- D. Schwert made a motion to pay the bills and it was seconded by M. Dale. The motion passed unanimously.
- PILOT update. C. Cooper sent a letter to the MCSD's lawyer but no response has yet been received. We will wait another month before contacting our lawyer and have him follow up.

The Financial Report was unanimously approved on a motion made by C. Kiebala and seconded by S. O'Dea.

Our monthly statistics for March were an attendance of 8,725, computer use of 877, Wi-Fi use of 230, circulation of 6,962, Overdrive downloads of 80, and Zinio downloads of 19, Hoopla downloads of 96.

NIOGA will be receiving additional state funding. They are still below pre-recession funding but are happy with the increase of approximately \$10,000-\$15,000.

The Checkout Challenge has begun. K. Mostyn will be talking to the high school English classes about the contest on Thursday, April 14th. We are putting posters up around town, each staff member has a promotional shirt, and we are promoting heavily on social media. Articles appeared in the Daily News and Orleans Hub about this initiative.

C. Cooper and K. Mostyn will be meeting with the Commissioner of Elections on Wed., April 20th at 9:30 a.m. to discuss the changes in election law. NYLA distributed emails with the changes that have recently gone into effect. We would like assurances that we are properly holding our votes.

We discussed the Trustee Handbook. Please read pages 34-40 for May.

- After reviewing and discussing pages 1-33 of the Trustee Handbook a motion was made by D. Schwert and seconded by C. Kiebala to keep the following procedures as they are with regard to how our minutes are published on the website and the format of our agenda; and to change the following procedures: 1. publish meeting notices in the Daily News each month, 2. packets with all necessary paperwork at the start of the meeting, and 3. to take minutes for the Executive sessions when action is taken. This motion was passed unanimously.

S. O'Dea is up for re-election at the Monday, May 9th Annual Meeting.

K. Mostyn attended PLA in Denver last week. She sent back 4 boxes of materials, attended multiple seminars and workshops, and heard Anderson Cooper speak. She will be discussing ideas she would like to implement with C. Cooper in the upcoming weeks.

April Programs:

- C. Cooper
 - The MHS joint program Honoring WNY Vietnam Soldiers Killed in Action will be held on April 25th.
- K. Mostyn
 - War of 1812 discussion series continues to go well
 - Handmade Crafternoon: Second Chalkboard Art program
 - Paint and Sip is starting back up. Full with a wait list!
- S. McAllister
 - Author Julie Gardner Berry will be at the library April 19th

C. Cooper distributed the Proposed Budget for 2016-2017. No changes were deemed necessary. She then distributed the suggested pay increases for staff. The Board then voted to go into executive session at 5:09 p.m. to discuss staff salaries on a motion made by D. Schwert and seconded by C. Kiebala. The motion passed unanimously.

The executive session and board meeting was adjourned at 5:42 p.m.

The Regular Board Meeting will be May 9, 2016 at 6:00 p.m.

The Annual Meeting will be May 9, 2016 at 7:00 p.m.

The Annual Vote will be on May 10, 2016 from 12 noon – 8:00 p.m.