

Lee-Whedon Memorial Library

Board Meeting June 13, 2016

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

Excused: C. Kiebala

Absent: M. Dale

The Open Hearing was held.

C. Cooper called the meeting to order at 4:00 p.m.

Brandon from New Wave Energy gave a short presentation. New Wave estimates that by switching our supplier from National Grid/NYSEG to them our estimated savings would be \$281 over the next 12 months. The cost analysis is based on a variable rate. If New Wave's costs were to increase then so would ours. He gave several examples of local businesses that are clients: Notre Dame HS, Center Street Smokehouse, Anchor Bar, Duffs, MCC, Red Osier, etc. He will send C. Cooper an analysis based on a fixed rate by Friday.

Representatives from Zambito Realtors spoke with the Board regarding an adjacent property.

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

The May minutes were unanimously approved on a motion made by D. Schwert and seconded by S. O'Dea.

Financial Reports were distributed for the month of May

- May Deposit \$1,457.56 (memorials \$91, fines \$447.96, Fax \$326, Programs \$154, Notary \$17, Re-reg \$26, Lost \$46.89)
- Aging: \$11,048.98, Transactions: \$590.57
 - All trustees present read and initialed the reports
- D. Schwert made a motion to pay the bills and it was seconded by S. O'Dea. The motion passed unanimously.
- C. Cooper transferred \$75,000 from Key Bank to Bank of Castile to cover our expenses.
- We need to sign up for Online Banking with Five Star Bank. They requested a resolution from the Board approving it.
 - *I further certify that the Board of Directors of this Organization, and at the time of adoption of this resolution had full power and lawful authority to adopt the forgoing resolutions and to confer the powers granted to the persons named who have full power and lawful authority to exercise the same.*
 - S. O'Dea made a motion to approve the resolution and was seconded by D. Schwert. The motion passed unanimously.
- PILOT update. C. Cooper is awaiting a response from Shannon Buffum. The Board would like C. Cooper to contract with the lawyer in Albany to pursue the issue further. The Board had elected to wait and see if a resolution could be met without another lawyer. (*note: Shannon Buffum returned C. Cooper's call during the Board meeting.)

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

Our monthly statistics for May were an attendance of 7,435, computer use of 785, Wi-Fi use of 230, circulation of 6,723, Overdrive downloads of 128, and Zinio downloads of 16, Hoopla downloads of 125.

NIOGA Annual Dinner was held on Tuesday, May 24, 2016 at Terry's Corners Fire Hall. Winners of the Check Out Challenge were drawn. A Medina teen won the XBOX One, Lucas W.

We held the Budget vote last month and our budget passed 77 yes and 4 no. All 4 no votes were by absentee ballot.

National Grid Lime Energy assessed our lighting and provided us a proposal for upgrading our lights. The estimated energy savings would be \$3,968.30 a year. That does not include the savings from replacement ballasts, light bulbs, and labor costs. The proposal received would switch all of the overhead ceiling lights with LED bulbs and electronic ballasts. The total cost is \$15,898.78 and we would need to pay for \$9,455.47 of that. If we were to pay our portion in a lump sum we would receive a 15% discount. The balance would be paid by National Grid. The Board would like to move forward with this; however, they would like to see what type of LED bulbs will be used first as LED lighting can be harsh.

C. Cooper explained to the Board the need to update our bathrooms and the water fountain. They are the only remaining part of the library which has not been updated. Currently there is no ventilation, the fixtures are so old they can no longer be replaced, and they look very dated. The Board agreed and asked C. Cooper to solicit 3 bids for the work from Zacher, Horizon, and Boungiorne. The Board would like good quality commercial grade materials. C. Cooper will apply for NYS Construction Grant funding to help with the cost of this project.

We have updated our wireless policy to more accurately reflect our Wi-Fi capabilities. C. Cooper presented it to the Board for approval. The new policy was unanimously approved on a motion by D. Schwert and seconded by S. O'Dea.

The Board discussed the adjacent property and based upon the information provided by Zambito has elected to defer a decision until a later date.

C. Cooper shared that the Tale for Three Counties would not be continuing. The committee voted to dissolve earlier this year.

The Handbook for Trustees review was postponed until the next meeting in July.

June Programs:

- K. Mostyn had her last Paint and Sip for the spring on June 10th. It was attended by an entire new group of women. She will begin offering classes again in September.
- S. McAllister has successfully finished all of her Kindergarten tours. A 1st grade class also toured the library this year.
- Summer Reading Kickoff – June 24th. 40ft inflatable obstacle course.

The Board meeting was adjourned at 5:57 p.m. on a motion by C. Kiebalá and seconded by I. Mark.

The Regular Board Meeting will be June 13, 2016 at 4:00 p.m.

Amended 7/12/16 by KM. Wrong adjournment time was listed.