

Lee-Whedon Memorial Library

Board Meeting May 9, 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 6:04 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 April 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 April

- April Deposit \$2,126.26 (memorials \$65, fines \$679.19, Fax \$412, Programs \$297, Notary \$18, Re-reg \$36, Lost \$113.56)
- Aging: \$9,655.48, Transactions: \$-818.32
 - The Transactions report was negative because the deposit wasn't made until May 2nd.
 - 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.
- Utica National Dividend was received for \$477.31 and included in the April deposit.
- PILOT update. C. Cooper has calls in to both our lawyer and the MCSD lawyer and is still awaiting responses.

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

Our monthly statistics for April were an attendance of 6,723, computer use of 658, Wi-Fi use of 230, circulation of 6,852, Overdrive downloads of 113, and Zinio downloads of 19, Hoopla downloads of 228.

- Hoopla and Overdrive were both up because of the CheckOutChallenge.

NIOGA Annual Dinner will be held on Tuesday, May 24, 2016 at Terry's Corners Fire Hall. M. Dale, D. Schwert, and K. Mostyn will attend.

The CheckOutChallenge has finished. K. Mostyn spoke at the school and the staff promoted it heavily. We gave away weekly prizes in addition to the system wide prizes which will be drawn by NIOGA.

A. Helsdon has left and Susan Schultz has been hired as her replacement. S. O'Dea made a motion to appoint her to the position. The motion was seconded by C. Kiebala and passed unanimously.

C. Cooper and K. Mostyn met with the Commissioner of Elections. We reviewed our practices and were told we are fine with continuing in the same manner.

Our Budget Vote is tomorrow, May 10th. C. Kiebala made a motion to approve the listed Inspector of Elections and Assistant Clerks for the election and was seconded by I. Mark and passed unanimously. Inspectors: Catherine Cooper, Chief Inspector of Election, Pat Kennedy, Barbara Hancock, John Underdown, and Wilson Southworth. Assistant Clerks: Gary Caldwell, Jan McCloy, Mary Ann Underdown, Claudia Southworth, Kristine Mostyn, and Sharon Kleinhans.

C. Cooper advertised the vote in the Daily News and Pennysaver and sent an article to the Daily news in the past week.

John Connors is going to seal the Children's book entrance for us. C. Cooper carefully wiped it down this week. He will be in on May 12th to seal it.

We reviewed pages 34-40 in the Trustee Handbook. The handbook mentioned including a video inventory along with our written inventory list. S. Kleinhans will conduct a video inventory of our equipment and materials. Please read pages 41-56 for the next session.

C. Cooper informed the board that the business and building across the street from the library is being put up for sale. The Board responded positively towards the idea of purchasing the property. The added parking and storage area would be wonderful. We also discussed the possibility of having our larger after hour's programs over there. They instructed C. Cooper to find more information on the listing and to keep them informed.

Michael Klepp is working on landscaping a garden around our new sign.

Dave and Sylvia Riviere are still continuing to do janitorial work for us. Dave recently had a heart attack and was off for several weeks. He has resumed working and is continuing to do a good job.

One of our boiler pumps has a leak and C. Cooper contacted Todd Houseman. He stopped by and ordered the part, a replacement bearing. He will be in to do the previously needed work along with the bearing in the next few weeks.

C. Cooper's Vietnam program was amazing. She had a large audience, including a local Boy Scout troop, who were captivated by the presentation. Patrick Kavanagh, the Forest Lawn Cemetery Historian, donated a large binder containing a list of all the WNY casualties in Vietnam along with obituaries and articles about each of them. The binder will be kept in the Local History Room and will not be circulated.

May Programs:

- K. Mostyn
 - Paint and Sip on May 20th
- S. McAllister
 - Inclusive Playgroup has two sessions this month and then will break for the summer.
 - Kindergarten tours will be starting in May.
 - We are having a Treasure Hunt with Oak Orchard School.

The Board meeting was adjourned at 6:57 p.m. on a motion by C. Kiebal and seconded by I. Mark.

The Regular Board Meeting will be June13, 2016 at 4:00 p.m.