

Lee-Whedon Memorial Library
Board Meeting October 21, 2024

Present: K. Boice, C. Kiebala, I. Mark, S. O'Dea, D. Schwert, K. Mostyn, S. Covis

Open Hearing:

The Open Hearing was held. No one was in attendance. K. Mostyn called the meeting to order at 4:01 p.m.

Adoption of Agenda:

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

Approval of Minutes:

The September minutes were unanimously approved on a motion by I. Mark and seconded by K. Boice.

Financial/Business Reports:

Financial Reports were distributed for the month of September.

- Deposit: \$842.66
- Transaction: (\$17,515.53), Aging: \$15,460.85
- S. O'Dea made a motion to pay the bills and was seconded by D. Schwert. The motion passed unanimously.

Director's Report:

NIOGA:

Trustee Training: The final Trustee training opportunity through NIOGA will be held on October 23. Anyone who does not have their required 2 hours should consider attending. C. Kiebala will check to see if any Trustees still need their hours. Library systems are responsible for determining the consequences for any Trustees who have not completed their required training by the end of the year.

Construction grant: K. Mostyn submitted the Construction Grant application that was due in September. The NIOGA Board has approved us for \$789,520. We may be eligible for more in round two of the grant process if other library systems do not use all of their allotted funds.

Library Bill of Rights & Freedom to Read statements: The Library Bill of Rights & Freedom to Read statements are posted on our website. Everyone should read these and make sure they are familiar with them in light of the recent book bannings.

LYN/MDT/HOL: Emily Cebula, the Director of Lyndonville library, has announced her retirement. The listing for her job has been posted. Due to Lyndonville's population size, the director does not need to have an MLS degree. Middleport library also has a new director. They will be starting on November 1. Sandy Shaw, the director from Holley, has also retired and has been replaced by Amanda Anderson who has already started.

Lee-Whedon:

New collections: We have two new digital collections at the library. The first is Mango Languages, which is a language learning app. We did have this in the past, but we are trying it out again. Mango Languages has added Little Pim, which is geared toward children. The second collection is Freegal, which is a music service. Patrons can stream free music and download 3 songs to their devices that they are able to keep. We have also had Freegal in the past, but it has been updated with more features.

Statistics: Our monthly statistics for September were an attendance of 4,145, circulation of 4,261, computer use of 303, Hoopla downloads of 417, and Libby downloads of 264.

Programs:

Storytimes for children will be changing slightly. Tricia has added a new evening storytime, Book-See, at 5:30 p.m. on Tuesday evenings for families that work during the day and cannot attend morning storytime. Book-See is for children ages 0-5. Some families that were attending in the morning have now switched to the evening, so due to lower attendance during the morning sessions, Tricia has condensed Bookie and See-Saw into one morning session at 9:30 a.m. for ages 0-5.

A new Teen Book Club will be starting up in October. The first book is *City of Ghosts* by Victoria Schwab. The books are provided for anyone who signs up for the program. We are using money from the Child Welfare Association donation to purchase the books. During the program, we will be talking about the book, doing an activity, and enjoying snacks.

The Medina Historical Society has started up programs again. There will be a program on Monday, October 28 on Madhouses of Western New York. We will be working with the Historical Society to offer a program on the Underground Railroad and the Erie Canal in April. This topic will also tie in with the History Book Club discussion on the Underground Railroad. Normally, the Historical Society is done with their presentations by then, so this will extend the programs an extra month.

K. Mostyn offered a Witches Brew program at the library this past Saturday. Participants were able to try out different teas and enjoy teatime snacks. Cindy Robinson from the Tea Shoppe brought the teas and spoke about the different flavors. The pastries came from the Coffee Pot, so we are continuing to work with different local businesses.

Community:

Beggar's Night: Tricia and S. Covis will be going downtown for Beggar's Night this year. Normally we hand out candy at the library, but since we are off the main track, we don't get as many kids. We will put a sign on the door that night so that families know where to find us.

Office for the Aging: On October 16, the Office for the Aging hosted a trivia afternoon at the library for seniors. There were 30 people in attendance, and everyone had a great time. We are looking to set up another trivia day in November or December since it was so well received.

Policies:

The Security Cameras policy was reviewed by the Board and unanimously approved on a motion by K. Boice and seconded by S. O'Dea. The Procurement and Bidding policy was reviewed by the Board. Two changes were made since it was last approved. The Board unanimously approved this policy on a motion by K. Boice and seconded by D. Schwert. The Records Retention Policy has been updated due to changes in the Records Retention Schedule the library follows. The policy was unanimously approved on a motion by C. Kiebalá and seconded by D. Schwert.

Expansion:

K. Mostyn is working on an information packet about the expansion that will be available on our website after the first legal notices for the vote are posted. These packets will be sent to the Board to look over before they are posted. We still do not have an estimate for the tax increase per household, but it will be available at the Public Information Session on December 3. K. Mostyn will reach out again to the financial advisor to see if we can get the number sooner.

The Board approved to hire a grant writer to conduct research on available grants for \$375. This was approved on a motion by D. Schwert, seconded by S. O'Dea, and approved unanimously. We will decide after the research is completed how we will proceed with hiring her for further services.

K. Mostyn will try to rent the chairs for Finally Fridays earlier than usual so that we will have them for the Public Information Session on December 3. We will see if the Friends will cover the extra cost for the rental.

The Board will have a working meeting on November 6 at 10:00 a.m. to prepare for the public meeting and discuss talking points for approaching the public about the upcoming vote. Board members will be working to reach out to various local groups to meet with them or at least pass on the news about the vote and the public information session, as well as discuss the building expansion project.

The meeting was adjourned at 5:06 p.m. on a motion by C. Kiebala, seconded by D. Schwert and approved by all.

The next regular meeting is November 18, 2024 at 4:00 p.m.

Respectfully submitted:

S. Covis 10/22/2024