

Lee-Whedon Memorial Library

Board Meeting March 10, 2025

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

Excused: K. Boice

Open Hearing:

The Open Hearing was held. No one was in attendance. K. Mostyn called the meeting to order at 4:02 p.m.

Adoption of Agenda:

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

Approval of Minutes:

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

The special meeting minutes from February 11 were unanimously approved on a motion by S. O'Dea and seconded by D. Schwert.

Financial/Business Reports:

Financial Reports were distributed for the month of February.

- Deposit: \$4,993.99
- Transaction: \$6,066.19, Aging: \$9,281.96
- The new KeyBank account that was opened is to be used specifically for donations to the building project.
- I. Mark made a motion to pay the bills and was seconded by C. Kiebala. The motion passed unanimously.
- The proposed budget was reviewed and unanimously approved by the Board on a motion by C. Kiebala and seconded by S. O'Dea.

Director's Report:

NIOGA:

NIOGA will be doing the Summer Reading Passport again this year since it was so popular last year. They are going to make it look more like a passport booklet than a map this year, and libraries will be marking them with stamps rather than stickers.

The Annual Dinner will be held on May 21 at the White Birch in Lyndonville. Trustees should let K. Mostyn know if they plan to attend.

Lee-Whedon:

Annual Report: K. Mostyn submitted the Annual Report which was due at the end of February.

Construction grant: The NYS Construction Grant application has moved on to the next stage of approval.

FFRPL agreement: We have received the agreement form from the FFRPL donation. We will be receiving \$7,180 this year. The amount we receive is based on our average circulation over 3 years. C. Kiebala signed the agreement.

Statistics: Our monthly statistics for February were an attendance of 3,858, circulation of 4,161, computer use of 262, Hoopla downloads of 453, and Libby downloads of 275. The average attendance for our Finally Fridays concerts this year was about 140. The bands that drew the largest crowds were the rock bands and Creek Bend.

Programs:

Two tech classes are coming up: March 14 will be Organize Those Photos, and April 10 will be Getting Acquainted with Our Library Catalog. We will be holding another Senior Trivia on April 9, hosted by the Office for the Aging. The theme is all things spring and Easter. The March Historical Society program will be on the life of Ebenezer Mix on March 31, and on April 28, we will have a presentation on the Erie Canal and the Underground Railroad.

The winter session of children's storytimes will be wrapping up next week and will start up again for the spring at the end of April. Tricia will be putting out a few spring themed make and take crafts in March and April as well. For spring break in April, we will be having REPCO Wildlife come in for a large presentation for kids on the 16th. Orly the Ox will also be visiting the library that day!

Community:

The library will be sponsoring the Student of the Month in March. This is organized by MAP.

Other:

Ethics Statement: The library's current Ethics Statement was reviewed. No changes were made.

Conflict of Interest: The Conflict of Interest form was reviewed. The Board unanimously approved the form with additions on a motion by C. Kiebala and seconded by D. Schwert.

Mowing: Mark Stornelli has provided us with this year's contract for mowing. The cost is \$80 per mow, billed monthly, and an additional \$80 for spring and fall cleanup. The Board unanimously approved this contract on a motion by S. O'Dea and seconded by D. Schwert.

Expansion:

Geotechnical survey: The Geotechnical Survey is scheduled to be completed this Wednesday. This is to test the soil for any toxins and to make sure the ground is able to be built upon before construction begins.

Brokerage account: If we plan to accept donations in the form of stocks or qualified charitable distributions from IRAs, then we will need to open a brokerage account. There is no cost to open or close an account, but we would have to pay a commission for any stocks that are sold. Charlie Slack gave us a contact at Edward Jones if we are interested in opening this type of account. C. Kiebala made a motion to open the account. The motion was seconded by I. Mark and approved by all.

Grants: K. Mostyn submitted a pre-application for a \$1 million grant through the Northern Border Regional Council. This is a federal grant. We should hear back in April if the pre-application was approved. Jen Potter is working on the Golisano grant, which is due in April. We are not eligible for the Wilson Foundation grant, so she will not be applying for that one.

Committee Names: Ann has asked us to keep thinking of people to ask to be the chair for the Campaign Committee. Ivy Partners is currently working on a brochure design.

Other:

C. Kiebala inquired whether our children's language collection is used. The collection does circulate, and K. Mostyn had a conversation with someone from Care Net who is interested in the collection and will be promoting it to her clients who speak other languages.

The meeting was adjourned at 5:00 p.m. on a motion by C. Kiebala, seconded by S. O'Dea, and approved by all.

The next regular meeting is April 14, 2025 at 4:00 p.m.

Respectfully submitted:

S. Covis 3/11/2025