

## **Lee-Whedon Memorial Library**

### **Board Meeting May 12, 2025**

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

#### **Open Hearing:**

The Open Hearing was held. No one was in attendance. K. Mostyn called the meeting to order at 6:04 p.m.

#### **Adoption of Agenda:**

The agenda was unanimously adopted on a motion by C. Kiebala and seconded by I. Mark.

#### **Approval of Minutes:**

The April minutes were unanimously approved on a motion by C. Kiebala and seconded by D. Schwert.

#### **Financial/Business Reports:**

Financial Reports were distributed for the month of April.

- Deposit: \$1,990.16
- Transaction: \$3,227.23, Aging: \$13,120.08
- The construction CD is up for renewal. K. Mostyn will withdraw a portion to cover capital costs and the rest will be renewed.
- S. O'Dea made a motion to pay the bills and was seconded by K. Boice. The motion passed unanimously.

#### **Director's Report:**

##### **NIOGA:**

**Federal Updates:** Library lawyer Stephanie Cole-Adams made some recommendations regarding patron and/or employee record searches. K. Mostyn will share with employees at the next staff meeting the procedures for handling law enforcement or federal agents should we ever encounter any in the library.

**Retirement:** M. Stein retired from NIOGA last month and her position has still not been filled. She was responsible for running the ILS catalog, including reporting, catalog records, and statistics. Until they hire someone new, we won't have access to our circ stats. Interviews for her position are currently being held.

**Annual Dinner:** The annual dinner this year will be held at the White Birch in Lyndonville on Wednesday, May 21. C. Kiebala, P. Mumau, and S. Kleinhans will be attending.

##### **Lee-Whedon:**

**Board meeting date:** Due to scheduling conflicts, the monthly board meeting for June was changed from June 9 to June 16 on a motion made by C. Kiebala, seconded by I. Mark, and was approved by all.

**New Baby:** S. Covis delivered a healthy baby boy, Griffin, on May 10 at 3:05 p.m. Baby and mom are doing well. Congratulations Sam!

**Construction Grant update:** Another \$874,124 in grants has been approved by the state, which was more than was originally applied for. Two other grants totaling \$1,017,000 have been submitted and are still under review.

**Statistics:** Our monthly statistics for April were an attendance of 4,357, circulation is unknown, computer use of 339, Hoopla downloads of 468, and Libby downloads of 329.

**Programs:**

Kindergarten tours are starting up at the end of May and will continue through June. Patricia is also hosting a 4<sup>th</sup> grade Kendall book club for a tour as well. Children's Book Week was celebrated last week and kids could earn a prize if they read 15 minutes a day. Bookie and Bottega Story Times are ongoing and are well attended. The Take & Makes are popular and are always gone by Monday. Patricia will be at the Farmer's Market for the Fairy Festival on June 21 and will promote summer reading.

**Community:**

Lee-Whedon participated once again in the MAP Murder Mystery, which was attended by approximately 85 people who walked through our doors to get a clue from Lisa and Joy. Community Impact Day in Medina is set for May 22 and students from Medina school will volunteer their time stuffing our parade bags. Staff will once again be walking in the Memorial Day parade and will hand out bags to promote our summer reading programs.

**Expansion:**

**Village Board Update:** The village is requiring that we be board approved for two separate zoning regulations. These issues will be reviewed at the next zoning board meeting on Wednesday, June 4 at 6:03 p.m.

**Campaign Training Session:** The Campaign Training session will be held on Wednesday, May 14 at 4:00 in the quiet room and will be 90 minutes long.

**Campaign Letters:** K. Mostyn has the acknowledgment campaign letters ready to go and Cynthia will be signing them as pledges come in.

**Grants:** As mentioned above, the Grigg-Lewis grant was submitted as well as the NBRC (Northern Border Regional Commission) Grant. They both are still under review.

The meeting was adjourned at 6:49 p.m. on a motion by K. Boice, seconded by S. O'Dea and approved by all.

**The next regular meeting is Monday, June 16 at 4:00 p.m.**

**Respectfully submitted:**  
**S. Kleinhans 5/13/2025**