

Lee-Whedon Memorial Library

Board Meeting August 8, 2022

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 4:02 p.m.

Adoption of Agenda:

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

Approval of Minutes:

The July minutes were unanimously approved on a motion made by I. Mark and seconded by C. Kiebala.

Financial/Business Reports:

Financial Reports were distributed for the month of July:

- Deposit: \$3,825.28
- Transaction: -\$4,824.49, Aging: \$15,847.95
- D. Schwert made a motion to pay the bills and was seconded by S. O'Dea. The motion passed unanimously.

Director's Report:

Lee-Whedon:

National Night Out: S. Covis and Sharon Kleinhans attended National Night Out on August 2. Fifty giveaway bags were handed out to children at the event, and many more people stopped by our table to hear about our programs and services.

Outdoor spigot: One of the hose spigots at the front of the library is no longer working. The key will not grip the handle anymore. The last time we had the spigot worked on was in 2016, and that was for a leak. The cost to fix it was over \$400. K. Mostyn will get a quote from Albion Plumbing to see how much it would cost to replace the spigot. The Board gave approval to move forward if the cost is less than \$1000. This was unanimously approved on a motion by I. Mark and seconded by K. Boice.

Passero: Passero Associates has contacted us with a quote for a building program. The estimated fees for their services would be \$22,500. The Board will look over the packet Passero sent with the breakdown of costs to see if they are comfortable with the proposal. K. Mostyn will look into other companies if needed.

Audit prep: We have started preparing for the audit with Kristie Beach, which will begin in September. They have requested some files and some papers to be signed so they can communicate with Freed Maxick.

Statistics:

Our monthly statistics for July were an attendance of 6,944, circulation of 4,312, computer use of 351, Libby downloads of 213, and Hoopla downloads of 317.

Programs:

This will be the last week of the Summer Reading Program. The teen programs finished last Tuesday. The children's programs will be finishing this week. Our last summer outdoor movie is this Friday, and it is Finding Dory. The Suffrage series began on August 2. The reading challenges will continue until the end of this month. The first presenter was an Elizabeth Cady Stanton reenactor. Everyone who attended loved the presentation. There are

currently 6 people signed up for the book club that goes with the series. The first Medina Historical Society program will be on Friday, September 9 @ 7:00 p.m. The presentation will be on Silas Burroughs, a man from Medina who started a pharmaceutical company. Normally the MHS programs are the last Monday of the month, but this one is a Friday due to the presenter's schedule.

Policy Updates:

The Meeting Room Policy and the Smoking Policy were up for review. A few additions were added to each policy. The Meeting Room Policy was unanimously approved on a motion by C. Kiebala and seconded by K. Boice. The Smoking Policy was unanimously approved on a motion by C. Kiebala and seconded by K. Boice.

The meeting was adjourned at 4:39 p.m. on a motion by I. Mark, seconded by K. Boice and approved by all.

The next regular Board Meeting is September 12, 2022 at 4:00 p.m.

Respectfully submitted

S. Covis 8/9/2022