

**Lee-Whedon Memorial Library**  
**Board Meeting December 11, 2017**

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

The Open Hearing was held.

C. Cooper called the meeting to order at 4:00 p.m.

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

The November minutes, as amended to include C. Kiebala's attendance, were unanimously approved on a motion made by D. Schwert and seconded by S. O'Dea.

Financial Reports were distributed for the month of November:

- November Deposit \$1,286.40 (Re-Reg \$15, Memorials \$345, Fines \$517.50, Fax \$300, Notary \$16, Lost \$80.84, LLSA \$3,059.10, NIOGA \$270)
- Aging: \$7,447.67, Transactions: \$2,136.12
  - All trustees present read and initialed the reports
- C. Kiebala made a motion to pay the bills and it was seconded by I. Marks. The motion passed unanimously.
- Received second check from MCSD and deposited into Key Bank, \$262,971.63
- C. Cooper deposited the budget surplus of \$38,000 into the M&T Capital Improvement account on Dec 7.
- C. Cooper and K. Mostyn opened a 1 year CD at M&T Securities. \$50,000 was used from the Retirement Fund. It will earn 1.65%, approximately \$800 at the end of the term.
- Received the remaining 10% of the State LLSA, \$339.90.
- Received \$270 from NIOGA as reimbursement for K. Mostyn's attendance at NYLA.
- The Financial Report was reviewed and unanimously approved on a motion made by S. O'Dea and seconded by D. Schwert.

Our monthly statistics for November were an attendance of 7,335, circulation of 6,315, Overdrive downloads of 98, Zinio downloads of 39, Hoopla downloads of 192, and computer use of 662.

Richard Turoski passed away at the end of November. Richard was a memorable patron that visited the library every day for many years.

C. Cooper added further definitions and examples to the Animal Control Policy. The Board unanimously approved the policy with the new information on a motion by C. Kiebala and seconded by S. O'Dea.

C. Cooper distributed images displaying the proposed mural in the Children's section. Judith gave us three options: 1. She could paint the canvas and mail it up here and we would arrange for it to be professionally hung, 2. She could come up here and paint it on canvas at the library, or 3. She could come up here and paint it directly onto the wall. The Board preferred that the mural be painted on canvas so that it could be moved should the need arise. They decided to leave it up to Judith to come up here or do the work and mail it up here. They had one question about the wooden pop up pieces, would the backs be painted or left raw wood? C. Kiebala made a motion to accept the proposal and was seconded by B. Conners. The motion passed unanimously.

We are now the only fax location in Medina with the closing of Paperboys.

**December Programs:**

- Stop the Bleeding on December 16<sup>th</sup>

- Saturday Movie and Craft throughout December
- Santa Storytime had nearly 300 attendees
- MAAC donations were very successful (We collected PB&J, socks, mittens, scarves, and toys)
  - J. Cameron's book art is being raffled off at \$1 per ticket with proceeds going to the MAAC

The Board meeting was adjourned at 4:58 p.m.

**The next Regular Board Meeting is January 8 at 4:00 p.m.**