

Lee-Whedon Memorial Library
Board Meeting December 12, 2022

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

Excused: K. Mostyn

Open Hearing:

The Open Hearing was held. No one was in attendance.

S. Covis called the meeting to order at 4:00 p.m.

Adoption of Agenda:

The agenda was unanimously adopted on a motion by C. Kiebala and seconded by K. Boice.

Approval of Minutes:

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

Financial/Business Reports:

Financial Reports were distributed for the month of November:

- Deposit: \$1,116.08
- Transaction: (\$3,989.58), Aging: \$15,783.33
- Our second school tax check was deposited into Key Bank, \$282,514
- Annual Youde check deposited into Five Star Bank in December, \$20,857
- D. Schwert inquired about the cost of an annual liquor license. S. Covis will check requirements and price.
- K. Boice made a motion to pay the bills and was seconded by I. Mark. The motion passed unanimously.

Director's Report:

NIOGA

Training

Trustee training sessions have been scheduled. Sexual Harassment training will be held by ZOOM on April 17th from 5:30-6:30. The 2-hour training sessions, also by ZOOM, will be held March 22 & 29, and October 18 & 25 from 6:00-8:00. S. Covis will send an e-mail to Tom to update trustee emails.

HotSpot

The NIOGA Hotspot grant will end in March, however, NIOGA is going to try to incorporate the cost of the hotspot into their budget for next year, so we might have that service for another year.

Fine Free

Genesee County is the first county to try out the fine free system. Byron-Bergen has had no negative impacts from it. They find that patrons make a donation if their books are late. If all goes well, Orleans County will be next to try it out.

Lee-Whedon:

Holiday Party

The staff wishes to thank the Board for allowing the 2-hour closing on Monday, December 12 for our holiday party. A good time was had by all.

HotSpots

In anticipation of losing our Verizon hotspots, the Mobile Citizen hotspot through T-Mobile was ordered totaling \$196.95. Since then, the contract for the Verizon hotspots was extended through June 2024, as long as we opt-in for the Community Connect Phase 2. We do not yet know what that phase entails so nothing will be signed until we have more information. In the meantime, we will have 7 hotspots, some with different carriers.

Passero

At the last meeting, we were presented with designs and cutouts, which were created based on the community surveys. We came up with some potential layouts for the expansion. At the next meeting in January, they will present us with different concept plans to look over.

Statistics:

Our monthly statistics for November were an attendance of 3,579, circulation of 4,614, computer use of 414, Libby downloads of 231, and Hoopla downloads of 327.

Programs:

After a 2-year hiatus, our Santa program on Friday, Dec. 2, was a huge success, with 100 people in attendance. Our children's programs are finished on Tuesday, December 13, and will resume January 17, with T. Mumau leading the children's programming. We have had 2 holiday adult craft programs which were very well attended. Finally Fridays starts next month as well as our History Book Club, which is almost full with one spot remaining.

Other Business:

Passero Updates: The Building Committee met with Passero at the end of November. They anticipate the construction project costing between \$300-\$350 per/sq. ft. with an approximate cost for the building at \$2,000,000, and \$3,000,000 with the site work. Passero is requesting a full survey of the 3 properties at a cost of \$4,100.00. The survey is easier to do before the snow falls. The cost of the survey was unanimously approved with a motion by C. Kiebala and seconded by K. Boice. S. Covis will sign the contract and return it to them.

The meeting was adjourned at 4:31 p.m. on a motion by K. Boice, seconded by S. O'Dea and approved by all.

The next regular Board Meeting is January 9, 2023 at 4:00 p.m.

Respectfully submitted,

S. Kleinhans 12/13/2022