

Lee-Whedon Memorial Library

Board Meeting July 11, 2022

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

Passero Associates:

Representatives from Passero Associates attended the meeting to present the services they offer in regards to construction projects. They shared examples of other library projects they have worked on in the past as well as their general approach and timeline for library projects.

Open Hearing:

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

K. Mostyn called the meeting to order at 4:53 p.m.

Adoption of Agenda:

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

Re-organization:

The Annual Reorganization Meeting was held. C. Kiebala made a motion to keep the Batavia Daily News as the official newspaper for Lee-Whedon. The motion was seconded by I. Mark and approved by all. K. Boice made a motion to keep the Tompkins bank as the official bank of Lee-Whedon. The motion was seconded by I. Mark and approved by all. D. Schwert made a motion to keep Webster, Schubel, Meier as the official law office of Lee-Whedon. The motion was seconded by S. O'Dea and approved by all.

I. Mark nominated Cynthia Kiebala for the position of the Board President. The nomination was seconded by S. O'Dea and approved by all. C. Kiebala accepted the position. C. Kiebala nominated Isabella Mark for the position of Vice President. The nomination was seconded by S. O'Dea and approved by all. I. Mark accepted the position.

D. Schwert took his Oath of Office for his new term. All signed Conflict of Interest statements.

The Resolution to Pay Bills policy was read to the Board. This authorizes the library to pay certain recurring bills which are due to be paid before regular scheduled Board meetings. Prior Authorization was unanimously approved on a motion by D. Schwert and seconded by C. Kiebala.

Approval of Minutes:

The June 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 June:

- Deposit: \$1,967.43
- Transaction: (\$15,595.03), Aging: \$16,443.69
- S. O'Dea made a motion to pay the bills and was seconded by K. Boice. The motion passed unanimously.

Director's Report:

NIOGA:

Fine Free Testing: NIOGA would like to test out going fine free as an entire library system. As long as all libraries agree, they will begin testing it for the summer in Genesee County because many libraries in the county have already transitioned to fine free. The effects of going fine free will be tracked so that the information can be presented to the library system.

Barker Library: Barker library has begun to rebuild. They now have a building in place with the walls and roof. They are hoping to be able to move into the new building in September if all goes well with construction.

Lee-Whedon:

Staff Appreciation: We would like to hold another staff appreciation day. Last year we threw axes. K. Mostyn requested approval to spend up to \$200 on a staff appreciation day. This was unanimously approved on a motion by C. Kiebala and seconded by S. O’Dea.

Masks: The staff has requested that we be allowed to lift the mask requirement and leave it up to the employee’s choice whether they wear a mask or not. This was unanimously approved on a motion by C. Kiebala and seconded by D. Schwert.

Book Sale: Our annual Friends of the Library Book Sale will be held on August 19th and 26th. We will only be doing 2 weeks instead of 4 due to summer programming in August. It will be a bag sale again with everything \$2 a bag. The Friends of the Library had their annual meeting this week, and they said they would also be happy to help out with fundraising for our future construction project.

Other: K. Mostyn will be sending a letter to the school district requesting the tax money for this year.

The Friends still do book deliveries for homebound patrons, but no one has been asking for the service recently. They do not normally pick up books to return. C. Kiebala mentioned reaching out to the National Honor Society and Participation in Government class to see if any students who need volunteer hours would like to help out with this so that we could offer pick up as well as delivery.

Statistics:

Our monthly statistics for June were an attendance of 4,032, computer use of 373, and Hoopla downloads of 312. The circulation statistics are not yet available.

Programs:

The Summer Reading Programs have begun. Our Kick Off was on July 1st with an inflatable water slide, lawn games, bubbles, and an ice cream truck. Programs started on July 5th with children’s storytimes on Tuesdays, STEM programs with Challenge Island on Wednesdays, Big Kid Book Club on Thursdays, and performers on some Fridays. Teen programs are on Tuesdays. There is an outdoor movie this Friday. All program have been going well so far.

We will also be starting a Women’s Suffrage series in August. Programs will be on the first and third Tuesdays of each month until the first week in November. Programs will alternate between presenters and a book discussion. The program is funded by a donation.

Other Business:

A Roberts Rules of Order cheat sheet was distributed to all Board members. This handout was from a previous Trustee Book Club meeting and can be used as a reference for how meetings should be run.

The meeting was adjourned at 5:31 p.m. on a motion by D. Schwert, seconded by C. Kiebala and approved by all.

The next regular Board Meeting is August 8, 2022 at 4:00 p.m.

Respectfully submitted

S. Covis 7/12/2022