

Lee-Whedon Memorial Library
Board Meeting October 7, 2019

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 4:01 p.m.

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

The September minutes were unanimously approved on a motion made by D. Schwert and seconded by I. Mark.

Financial Reports were distributed for the month of September:

- September Drawer Deposit \$815.60 (Fines \$343.72, Fax \$222, Notary \$22, Lost \$15.98, Memorials \$50, Programs \$121)
 - Square automatic deposit: Fax \$32.42 and Fines \$169.05
 - Total cash & credit deposits: Fax \$254.42 and Fines \$512.77
 - Aging: \$12,184.52, Transactions: \$15,026.64
 - All trustees present read and initialed the reports
- Additional deposits
 - Refund of \$13.32 from a magazine
 - Assemblyman Hawley \$1,000 will be put towards the fire proof cabinets
 - RBDB Grant \$4,669 to be used for digitizing the microfilm
 - \$23,328 from last year's Construction grant. We will receive the remaining 10% later in the year.
- C. Cooper requested \$2,500 for her Go-Art grant for the 2020 season of Finally Fridays!
- S. Kleinhans applied to the Curtis Foundation for \$2,500 to replace the patron computers with Chromboxes
- All trustees signed a thank you card for Assemblyman Hawley.
- B. Conners made a motion to pay the bills and was seconded by C. Kiebala. The motion passed unanimously.
- The Financial Report was reviewed and unanimously approved on a motion made by I. Mark and seconded by S. O'Dea.

Our monthly statistics for September were an attendance of 5,451, circulation of 5,015, computer use of 415, Overdrive downloads of 119, Zinio downloads of 60, and Hoopla downloads of 252.

Art Hill has completed the demo of 218 North Ave. It took one day to knock it down and another to clean up and fill the hole. We took many photos and videos. We received the bill today for \$7,500.

S. McAllister is on medical leave; she has plenty of sick time. She will return later this month. Suzanne had all of her lesson plans ready. Sam Covis has completed her MLS and is covering Suzanne's story times and school tours. She is doing a lovely job.

Hoopla is exceedingly popular. Unfortunately NIOGA cannot continue to cover the continually increasing cost. Each item borrowed has a cost associated with it. Newer and more popular items have a higher tier and can cost up to \$3.99 per use. NIOGA has decided that this year they will cover up to the same amount each libraries patrons borrowed last year and the library will be responsible for any cost above that. Next year however each library will be responsible for the total borrowed by their library patrons. In 2018 our patrons spent \$5,305. C. Cooper feels that we can cover this cost under our book line item.

We surveyed our patrons about interest in a genealogy database. The results were 140 yes and 20 no. On October 1st we began a 1 year subscription to Ancestry, Heritage Quest, and Fold3. We received a promotional price for the

bundle at \$3,500. We will track the stats to make sure that it is being used. K. Mostyn will offer classes on how to use the databases during the winter.

US Census Bureau had a small job fair at the library on Oct 1. It was successful enough that they will be returning in November for a second job fair. They are looking for people to assist with the 2020 Census next year.

The Medina Free Academy bell is on display in the foyer. The bell was made in 1850 and hung in the school until 1922. The Historical Society was given the bell a few years ago and would like to have it displayed at the High School. The proposed design is also in the foyer. C. Cooper would like to use the bell as a fundraiser for the Historical Society while it is here.

Fourth grade tours have begun. They will continue until the end of the month. S. Covis is doing a wonderful job.

I. Mark enquired about installing an electric charging station for electric cars when we expand. We will look into what that entails and what costs are involved.

C. Cooper received the proposal from Pres for the HVAC upgrade. I. Mark asked about the tankless water heater. D. Schwert feels that everything in the proposal is the way to go including the tankless heater. He feels that the tankless unit will easily handle any increased need after the expansion. C. Cooper requested everyone keep their copy of the proposal for upcoming meetings as the upgrade process continues.

JC gave the library a can of the paint he used to paint the bike rack last year. He still recommends getting it powder coated because it is more durable than paint. Fearby Enterprises (formerly F&H metal finishing) can powder coat. We will need to investigate further before moving forward.

Programs:

- Deanna Cameron's author talk was very nice. She had 20 people in attendance. She will also be going to the Lyndonville School library for an author talk.
- Computer classes continue to be well attended. This month's classes are Windows 10 and selling online with Craigslist and Letgo.
- K. Mostyn's craft classes are going well. She had 24 people at the succulent dream catcher program on Saturday. There are 2 upcoming Paint and Sips.
- We have an escape room on Oct 28 because the kids have off of school that day.
- S. Kleinhans is showing Aladdin for Family Movie Night.

Meeting was adjourned at 4:59pm

The next Regular Board Meeting is November 18 at 4:00 p.m.

Respectfully submitted

K. Mostyn 10/8/2019