

**Lee-Whedon Memorial Library
Board Meeting October 16, 2023**

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

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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 K. Boice and seconded by I. Mark.

Approval of Minutes:

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

Financial/Business Reports:

Financial Reports were distributed for the month of September. The first school tax check was received and deposited today. The deposit will reflect in next month's summary.

- Deposit: \$3,929.33
- Transaction: \$5,381.52, Aging: \$14,019.56
- S. O'Dea made a motion to pay the bills and was seconded by K. Boice. The motion passed unanimously.

Director's Report:

NIOGA: Trustee training sessions will be held on October 18 & 25. Both sessions will be the same, so Trustees will only need to attend one of them. The topic is legal documents. Those who attend should make sure to give their certificates of completion to C. Kiebala. She will need to submit them to NIOGA in January.

New York State currently has a freeze on spending. This means we will not be receiving our anticipated bullet aid until the freeze is lifted.

Barker library continues to have protestors attending their Board meetings asking for certain books to be removed from the collection. They say they will continue to attend meetings until the books are removed.

Lee-Whedon:

NYF Grant: The New York Forward grant committee will be holding a closed meeting on the 17th in which they will discuss which projects to eliminate from the grant proposal. On October 24th, they will have a meeting that is open to the public where they will officially vote on which projects to eliminate. Currently the projects that have been selected add up to around \$8 million. The committee would like to get it down to \$6 million.

Orleans County Legislation Meeting: The four directors from Orleans County and Tom Bindeman will be attending the legislation meeting on October 24th to request continued county funding. This year they will be talking about the outreach that libraries do. They will have 15 minutes to speak to the legislature.

NYLA: The NYLA Conference is being held November 1-4 in Saratoga Springs this year. Patricia Mumau will be attending. As this is her first year working as the children's librarian, this will be a good experience and will provide a lot of useful information and resources for her programs.

GO-Art Grant: K. Mostyn has submitted an application to GO-Art for Finally Fridays. She is still looking to find one more band for this year's lineup.

Statistics: Our monthly statistics for September were an attendance of 3,747, computer use of 340, and Hoopla downloads of 445. The Hoopla downloads increased this month from our usual numbers. Desk staff have been doing a great job of promoting the app. We have not yet received our circulation statistics from NIOGA.

Programs:

Roland Howell was at the library on Saturday signing his book. There were people here for the full two hours, and he raised over \$1000 in donations for the library. All of our programs have had great attendance lately. There were 29 people at the family movie night on Friday, and around 40 people at the new monthly program for homeschoolers. HomeCool will be a new monthly program for homeschooled children up to age 10. The first session was October 11th. Craft programs for adults have been filling up as well. Coming up this month will be a paint and sip this Friday, a Halloween gnome craft this Saturday, and a Medina Historical Society meeting on the 30th of October on Lincoln's assassination. There will also be a pet ghost craft for teens on the 25th and a Day of the Dead craft for teens on November 1st. We will also be participating in Beggar's Night on the 27th.

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Other:

1852 Orleans County Map Donation: We have received a donation of a map of Orleans County from 1852. It was discovered at an estate sale, and the person holding the sale donated it to the library. The map is very large and starting to tear. K. Mostyn would like to have the map framed to preserve it and display it in the quiet room. S. O'Dea made a motion to purchase a frame. The motion was seconded by C. Kiebala and approved by all.

Doll House Donation: We also received a donation of a doll house from Caesar Fortunato. He is a local woodworker who just moved to Florida. The doll house was built from scratch over 40 years, and all the furniture was built by hand as well. We are hoping to put it out on a shelf in the children's area where older children can play with it. However, if we find that children are being too rough with it, it may become a display piece and only used at certain times.

Expansion: K. Mostyn and C. Kiebala met with Tom Rivers from the Orleans Hub last week about the expansion project. He had a few suggestions and was very enthusiastic about the project. An article will run in the Orleans Hub at some point but has not run yet.

Carpet cleaning: The carpets were cleaned on Monday the 9th while the library was closed for the holiday. The odors and stains are gone.

Yearbooks: The digitized Medina yearbooks are currently hosted on a site that we pay a yearly fee for. K. Mostyn is working on moving them to a new site hosted by WNYLRC: NY Heritage. This would be free for us and our yearbooks would be in a larger collection that is used statewide. Including our yearbooks there will hopefully help our collection to be used more.

Snowplow contract: We received our snowplow contract for the winter. The contract is from November 15-April 15. Whenever there is 2-3 inches of snow, someone will come to plow. They will salt once a day when necessary. The contract is \$2700. The contract was accepted on a motion by C. Kiebala, seconded by S. O'Dea, and approved by all.

Stage: K. Mostyn received an email from a librarian in Pennsylvania about the stage in our programming area. They had seen a photo of the stage on Facebook a few years ago and thought it would be great for their children's programs. They applied for a grant to build the stage and were accepted! She emailed Kristine asking about all of the details we have about the stage so they can plan to build theirs.

Expansion:

Naming Policy: K. Mostyn presented a Naming Rights Policy to the Board for when we begin to collect donations for the expansion. A few changes were suggested. The policy will be presented with changes at the next Board meeting for review.

M&T Foundation: K. Mostyn submitted an application for the M&T Foundation grant requesting \$750,000. We should hear back within 6 weeks.

NYS Construction Grant: The NIOGA Board approved our grant application for \$625,861. We will likely not hear back until next year about this grant. Our project is also being promoted for any leftover funding not used by other library systems in the state.

Feasibility Study: Our feasibility study will be slightly delayed. The interviews are scheduled for October 23 through Veteran's Day. Ann Shepard has 30 interviews to conduct. She is hoping to have the results to us by our December Board meeting.

Other Business:

The sound system failed us again during Renee Lama's presentation for the Historical Society. We need to come up with a solution for having better sound at these presentations. Unfortunately, there is not a way to connect a microphone to our speaker system. We can only connect a computer. Our current lectern is not loud enough. K. Mostyn and S. Kleinhans are applying for the Sandstone and Curtis grants to purchase a new lectern with a speaker. C. Kiebalá suggested having the teacher at the school who works on the auditorium sound system come look at ours and see if he has any suggestions.

The meeting was adjourned at 5:06 p.m. on a motion by K. Boice, seconded by S. O'Dea and approved by all.

The next regular Board Meeting is November 13, 2023 at 4:00 p.m.

Respectfully submitted

S. Covis 10/17/2023

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