

Lee-Whedon Memorial Library
Board Meeting September 9, 2019

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

The Open Hearing was held.

David Sevenski attended as the MCSD liaison.

C. Cooper called the meeting to order at 4:01 p.m.

The agenda was unanimously adopted on a motion by D. Schwert and seconded by C. Kiebala.

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

Financial Reports were distributed for the month of August:

- August Deposit \$1,289.06 (Fines \$361.19, Fax \$346, Notary \$23, Lost \$148.92, Memorials \$290)
 - Square automatic deposit: Fax \$.87 and Fines \$108.73
 - Total cash & credit deposits: Fax \$346.87 and Fines \$469.92
 - Aging: \$11,426.63, Transactions: \$-4,256.96
 - All trustees present read and initialed the reports
- Our new Utica Insurance policy was dropped off. Our coverage for the building and contents increased 3.75% to \$2,925,827. Our premium decreased \$150.
- Received \$1,000 from Assemblyman Steve Hawley. This grant came from his 2018/2019 budget.
- Received 90% of LLSA funding, \$3,093
- S. O'Dea made a motion to pay the bills and was seconded by I. Mark. The motion passed unanimously.
- The Financial Report was reviewed and unanimously approved on a motion made by B. Connors and seconded by C. Kiebala.

Our monthly statistics for August were an attendance of 7,155, circulation of 5,714, Overdrive downloads of 130, Zinio downloads of 44, and Hoopla downloads of 294.

C. Cooper submitted the 2020 Construction grant on August 15th. The total project cost is estimated to be \$212,831 and we will receive 75% of that for the grant. Our total expenditure will be \$53,208 minus any rebates for the new system.

PRES engineers were on site for the HVAC proposal. They spent several hours looking at our current system, examining the blue prints, and speaking with staff about hold/cold spots in the building.

Sienna submitted a proposal for asbestos testing prior to the HVAC upgrade. The proposal was for \$1,890. I. Mark made a motion to approve the proposal and was seconded by C. Kiebala. The motion passed unanimously.

218 North Ave update: NYSEG finally turned off the gas service on September 6. C. Cooper contacted Art Hill to schedule the demolition. Our insurance expires on September 20th so it should be done before then. Lt. Draper and Kye did some training exercises in the house this morning. C. Cooper will inform the Board of the demolition date when she knows it.

The FOL Book sale was held on August 16th. They collected \$919 on the first day. The following week was the bag sale and they sold an additional \$401 in books. The total was \$1,320. This was about the same brought in during previous sales.

S. Kleinhans applied for the library to be certified with Bike Friendly NY. The program recognizes and advertises bike friendly businesses along the Erie Canal. We are now listed on their informational brochures.

We are open on Saturdays again.

Dr. Boulos donated 2 Windows 7 computers to the library. S. Kleinhans is working on setting them up.

D. Schwert enquired about repainting the bike rack. He asked if B. Conners could acquire the correct paint and the Trustees could then paint it.

C. Kiebala went on a Louise Penny trip to Canada. She returned with a signed copy of her latest book for the library. Thank you!

One of our staff members when on an author trip to the Lake District in England recently. She brought back a beautiful set of Peter Rabbit books. They will be used in memory of Elaine Jamele, our former Children's Librarian. We are not sure if the collection will be circulating or display only.

Programs:

- First Historical Society program of the fall is Charles Begley portraying Lockport artist Raphael Beck.
- 6th Annual Comic-Con will be on September 13th. We will have a zombie theme this year.
- First Family Movie Night of the fall is The Secret Life of Pets 2 on September 27th.

The next Regular Board Meeting is October 7 at 4:00 p.m.

Respectfully submitted

K. Mostyn 9/10/2019