

**Lee-Whedon Memorial Library
Board Meeting September 13, 2021**

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

Excused: K. Boice

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

K. Mostyn called the meeting to order at 3:59 p.m.

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

The August minutes were unanimously approved on a motion made by I. Mark and seconded by S. O'Dea.

Financial Reports were distributed for the month of August:

- August Drawer Deposit: \$1,157.28 (Fines: \$124.60, Fax \$235, Notary \$25, Copies \$41.75, Re-Reg \$15, Memorials: \$560, Donations: \$91.90, Lost Book: \$41.43, Rundell: \$11.60).
- Non-Drawer:
 - Square automatic deposit: \$158.44
 - Amazon Smile: \$13.25
- FOL Book Sale: \$1,096
- Local Library Service Aid: \$3,013
- Transfer from Retirement (M&T) to Bank of Castile to pay us back from the retirements of Catherine and Suzanne.
- Transaction: \$-1,956.04, Aging: \$15,443.33
- C. Kiebala made a motion to pay the bills and was seconded by S. O'Dea. The motion passed unanimously.
- The Financial Report was reviewed and unanimously approved on a motion made by I. Mark and seconded by D. Schwert.

Our monthly statistics for August were an attendance of 10,771, circulation of 4,642, computer use of 315, Overdrive downloads of 122, and Hoopla downloads of 296.

NIOGA:

Annual Meeting Report: D. Schwert, I. Mark, and K. Boice attended the Annual Meeting on September 2 at Krull Park in Olcott. D. Schwert gave a brief summary of the meeting.

Sexual Harassment Training: NIOGA offered a Zoom sexual harassment training for trustees that was very popular. They have been asked to offer another training for those who were not able to attend this time. There is no date set for this training yet. NIOGA will also be offering a Zoom sexual harassment training for staff members.

Lee-Whedon:

CG 2022: The Construction Grant for 2022 has been submitted. K. Mostyn applied to cover the costs of purchasing the house next door, the asbestos inspection and abatement, and demolition of the house. NIOGA's Board will have a special meeting on September 28 to approve the grant applications. If they are approved, they will be sent to the state for approval.

KnoxBox Installed: U&S installed the KnoxBox on the outside of the building. It was more difficult than anticipated to install, but it is up and working now. The Fire Department has the key to unlock it.

Asbestos: Asbestos was found in the house at 214 North Ave during the inspection. It was present in the linoleum floors, duct wrapping, and on a heat shield for a light fixture. K. Mostyn is waiting on a quote for the abatement, and the cost for the inspection was approximately \$3,000.

Staff Appreciation: On August 28th, the staff went to 810 Axes and had a wonderful time. The staff would like to thank the Board for the event.

Ale in Autumn: The library has never participated in Ale in Autumn before because we are so far from Main Street. This year, AJ's Playdate across the street will be participating, so it will be interesting to see how many people they get. If there is a large number that attends, it might be something the library considers in the future. We might get a new crowd in the library that does not usually come in, and we have a bathroom, which not all stores downtown do.

Programs: The Summer Reading Program has finished for the year, and it went wonderfully. We had a free Medicare Mythbusters program last week, which had 3 attendees. Matthew from Medicare would like to offer another one in November. The Homeschool Group will be starting up again. There is a larger number of interested families since the school is not offering a virtual option this year. The Medina Historical Society is starting their presentations again. There will be a presentation on the orphan trains on September 27th at 7:00 p.m. There will be an alcohol ink craft for adults and teens this month, and children's storytimes and the STEM program will be starting up again this week. September 10th, we had a family movie night outside that 14 people attended. There will be one more movie in October. K. Mostyn has booked all of the bands for Finally Fridays, which we are very excited to start again.

Other: The annual carpet cleaning is scheduled for Columbus Day weekend. Houseman will be coming on the 28th for the first regular inspection of the HVAC system. He normally comes in the spring and the fall.

Meeting was adjourned at 4:46 p.m. on a motion by C. Kiebal and seconded by I. Mark and approved by all.

The next regular Board Meeting is October 18, 2021 at 4:00 p.m.

Respectfully submitted

S. Covis 9/14/2021