

February 18, 2020 Lyons Public Library Board of Trustees Meeting

The meeting was called to order at 7:10 p.m. Present were, Joan Wallis, Gary Bennett, Penny Tweedie, Jim Frind , Theresa Streb, Marianne Stephan and Scott Bailey. Matt Owen was excused.

Motion: Jim Frind moved to accept the January minutes. Penny Tweedie seconded. Carried.

Treasurer's Report: As of January 31, we had \$237,714.02 in operating savings, \$11,041.24 in operating checking, \$1,260.95 in payroll checking, \$12,830.72 in capital savings, as well as \$83,703.35 in Community Bank.

Circulation Report: Circulation for January 2020 was 2180 (1295 ILLs sent) with 209 eBooks for a grand total of 3684 items circulating. Computer use for the month was 271. We had 17 new cards issued and 220 wireless users. Circulation for the month of January 2019 was 2454 (1363 ILLs sent) with 166 eBooks for a grand total of 3983 items circulating. Computer use for the month was 355. We had 17 new cards and 209 wireless users.

Salary and wages: Letters were given to appropriate staff regarding pay raises due to new minimum wage in New York State. Director's salary update was reflected in checks shown to the board.

Civil Service opening: There are five people in the list for the tech opening at the library. Civil Service will send the list to the library before the end of the month. There will be a 6-month probation period. The schedule for a computer assistant will generally be 7-8 hours a week with extra hours when needed. The starting salary will be \$20/hour.

Adult Programming: Tabitha Fosdick will be in charge of Adult Programming. A job description was given to the board for review. The description is attached.

Basement Plan/Flat Roof replacement funding campaign: Theresa has contacted Julia Marshall about how to get quotes for roof replacement. She will look at original specifications and update them. Also, she has been working on the new design and talking with Tony Borick about structural changes and needs. The board is not interested in a bond to pay for the basement. Theresa will let Causeway know.

Trustees Terms: Marianne Stephan and Scott Bailey's terms are up and they have agreed to serve another term.

Annual Budget Meeting: This is scheduled for May 4 at 7 p.m. The Budget vote is May 5 from 12-8 p.m.

Budget: The preliminary budget and NYS Annual Library Report will be available at the March board meeting.

Bookcases: The three new bookcases have arrived and will be installed.

The meeting adjourned at 8:05 pm.

The next meeting is March 17, 2020 at 7:00 pm.

Respectfully submitted,

Joan Wallis