

January 21, 2020 Lyons Public Library Board of Trustees Meeting

The meeting was called to order at 7:03 p.m. Present were, Joan Wallis, Gary Bennett, Penny Tweedie, Jim Frind , Theresa Streb, Marianne Stephan, Matt Owen and Scott Bailey.

Treasurer's Report: As of December 31, we had \$265,484.50 in operating savings, \$9,280.48 in operating checking, \$8,450.97 in payroll checking, \$12,830.45 in capital savings, as well as \$83,707.64 in Community Bank.

Motion: Jim Frind moved to accept Treasurer's Report. Marianne Stephan seconded. Carried.

Circulation Report: Circulation for December 2019 was 1827 (1167 ILLs sent) with 210 eBooks for a grand total of 3204 items circulating. Computer use for the month was 221. We had 5 new cards issued and 218 wireless users. Circulation for the month of December r 2018 was 2044 (1043 ILLs sent) with 183 eBooks for a grand total of 3270 items circulating. Computer use for the month was 337. We had 17 new cards and 178 wireless users.

Construction fund- According to Ron Kirsop, there will be a list generated by the state for this construction year. Funding may or may not be increased from last year. This list of which libraries qualify for the 90% state grant for construction will likely be published after the state budget is passed.

LED lighting: Theresa found that the libraries in Geneva and Williamson used construction grants to change lights to LED. The LED replacement can be part of a matching construction grant. She will ask Julia Marshall about including it in Lyons' proposed construction grant. Causeway would like to get a quote on roofing replacement costs for the flat roof. Theresa will contact roofers for quotes.

Roof: There have been leaks from the flat roof.

Basement Floor Plan: Theresa talked to Julia Marshall about a revised plan for the basement meeting area. She discussed a folding wall. The board members received a schematic of the revised plan.

Tech opening: The state has to allow 30 more days for the Civil Service job of tech employee for the library. That pushes interviews until the end of February.

Auditor/Quick Books: Jaylene Carpenter, the auditor showed Cindy and Theresa how to do the adjusting entries on Quick Books. Theresa has ordered a DVD training course for them to study.

State Report Workshop: Instead of attending the Pioneer System workshop in Canandaiga, Theresa will attend remotely via her computer in the library.

Safe Deposit Box: Signatures are needed from Gary Bennett and Marianne Stephan, who will go to Lyons National Bank and sign for the keys to the LPL box.]

Disaster Preparedness: A calendar of yearly library events that must be accomplished have been distributed to board members. Theresa will add building and fire inspections.

Dorie Talbo: Donations have been coming to the library in memory of Dorie Talbo. The board members signed a sympathy card. Graveside service is May 4 at 11 a.m. in South Lyons Cemetary.

Shelving: Demco shelves will arrive early February.

Minimum Wage Increase: As the NYS minimum wage increased December 31, the board decided to grant the additional \$.70 to all staff, rather than only those whose wages fell below the new minimum. Merit raises for staff will, as in the past, be considered on an individual basis after the 2020 budget is passed in June.

Director's Salary: The board authorized an adjustment to Theresa's salary of \$1,958.15 to be added as of the next pay period.

Motion: Marianne Stephan moved to pay January bills. Penny Tweedie seconded. Carried.

The meeting adjourned at 8:35 pm.

The next meeting is February 18, 2020 at 7:00 pm.

Respectfully submitted,

Joan Wallis