



Lyons Public Library

**Lyons Public Library  
Board of Trustees Meeting  
February 15, 2022**

**Present:** Gary Bennett, Scott Bailey, Marianne Stephan, Joan Wallis, Matt Owen, Joe O'Toole, Jim Frind, Marcia Bilancini and Sheila Koeberle.

The meeting began at 6:33 in the Lyons Public Library Community Room.

**Motion:** Marianne Stephan moved to accept the December minutes. Jim Frind seconded. Carried.

**Bills:** Marianne Stephan moved to pay the bills. Marcia Bilancini seconded. Carried.

**Director's Report:**

**Finances:** There is \$30,049.47 in Operating Savings, \$47,339.47 in Capital Savings, \$9,395.43 in Operating Checking and \$1,409.74 in Payroll Checking.

**Programming:** Programming for adults and children is scheduled to resume March 1.

**Staff:** Under Sheila Koeberle's guidance the DVD collection has been relabeled and moved to a new storage solution. Most DVD boxes are original boxes and easier to locate on the shelves. The DVD's themselves are now stored in a much smaller space. Sheila began work at the library on January 19.

**Meetings:** These have included diversity in Wayne county's historical records and Pioneer Library System Annual Report training. The library has activity books provided by the Wayne County Bicentennial Committee.

**Facility:** P.A.T.I. Fire and Safety has inspected the library, so a new fire extinguisher and several carbon monoxide detectors have been installed. West Fire Systems will inspect the fire alarm system Tuesday, February 15. Code Enforcement will inspect Thursday, February 17.

**EAP:** Pioneer Library System will provide membership to Employee Assistant Program free to trustees if the total for the entire system is under a certain threshold. EAP will provide the required Sexual Harassment Training online.

**Reading and discussion program:** The Friends of the Lyons Public Library will provide the funds to purchase books for up to twenty participants in the program "Memorable American Fiction from West to East."

**Budget/Tax Cap:** Pioneer System recommends authorizing overriding the tax cap prior to making a budget for the 2022-2023 fiscal year for the library. The resolution:

**BOARD RESOLUTION  
TAX CAP OVERRIDE**

WHEREAS, the adoption of the 2022-2023 budget for the Lyons Public Library may require a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and

WHEREAS, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it

RESOLVED, that the Board of Trustees of the Lyons Public Library voted and approved to exceed the tax levy limit for 2022-2023 by at least the sixty percent of the board of trustees as required by state law on Tuesday, February 15, 2022.

**Motion:** Jim Frind moved to pass the resolution. Marcia Bilancini seconded. Carried.

**Fines, Fees and Faxes Policy:** A draft of a revised policy was distributed to board members. The new policy does away with fines for return of late materials as of March 1, 2022. Lost, damaged or non-returned items will continue to incur charges. If lost items are subsequently found the borrower will be reimbursed any charges that have been paid. Interlibrary loan fees will still be charged based on the lending library.

**Motion:** Joan Wallis moved to adopt the new Fines, Fees & Faxes policy with the addition of a color copy fee of \$.40 per page. Matt Owen seconded. Carried.

**Motion:** Matt Owen moved to delete the public fax policy as it is now incorporated into the Fines, Fees and Fax policy. Scott Baily seconded. Carried.

**Grant Updates:** Joe applied for a Penguin Random House grant for wellness and the library received an anonymous grant for purchase of library materials.

**Friends Book Sale:** Joan and Marianne asked the board about the feasibility of having an October book sale. It was agreed that they can go ahead with planning for it.

**Tour of building:** The board took of tour of the basement and first floor to look at the changes that have been made in the last few months.

**Retirement:** Jim Frind submitted a letter to Gary Bennett setting a retirement date from the board at March 16, 2022.

The meeting adjourned at 7:45 p.m. The next meeting is on March 15, 2022 at 6:30 p.m.

Respectfully submitted,  
Joan Wallis