



Lyons Public Library

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

Present: Gary Bennett, Scott Bailey, Marianne Stephan, Joan Wallis, Matt Owen, Joe O'Toole, Jim Frind, Marcia Bilancini and Chantel Bostic-Bullock.

The meeting began at 6:45 in the Lyons Public Library Community Room.

Motion: Marcia Bilancini moved to accept the December minutes. Marianne Stephan seconded. Carried.

Budget Report: The board reviewed the Profit & Loss statement as well as the balance sheet.

Motion: Scott Bailey moved to accept the financial report. Jim Frind seconded. Carried.

Director's Report:

Finances: Joe suggested acquiring the services of an experienced library bookkeeper and have her attend the April meeting to be introduced to the board and explain how to read financial statements. There is \$236,051.30 in Operating Savings, \$47,339.83 in Capital Savings, \$22,000.29 in Operating Checking and \$2,747.77 in Payroll Checking.

Programming: Programming for adults and children resumed March 1.

Staff: Under Sheila Koeberle's guidance the DVD collection has been relabeled and reshelfed for ease in location by patrons. She also is working with staff on weeding juvenile non-fiction.

Meetings: These have included preparing the state library report, as well as meeting with Julia Marshall and the staff on a library master plan.

Facility: Code enforcement declared the library in compliance except for an emergency light which will be replaced by P..A.T.I.'s Fire and Safety inspector, Lynn Anne Batzold.

Trustee Training: EAP now provides trustee training for the required Sexual Harassment training in New York State.

Board Member: Upon Jim Frind's retirement, the board is fortunate to have Chantel Bostic-Bullock take his place for the remainder of his term.

Motion: Scott Bailey moved to have Chantel Bostic-Bullock fulfill the rest of Jim Frind's term on the board. Marcia Bilancini seconded. Carried.

New York Library Trustees Association: The board decided to have Joe pay the group the \$30/year membership fee to enable the trustees to receive its newsletter and use its database.

Meeting Room Policy: An updated draft was presented to the board.

Motion: Marianne Stephan moved to adopt the new policy. Jim Frind seconded. Carried.

Day of Caring: The United Way program on May 19 will bring volunteers to the library to work inside and out. Joe will have projects lined up beforehand.

Executive Session: The board went into executive session. Until 8:50.

Personnel: The board gave Joe the authority to hire an additional clerk for up to \$20/hour.

Motion: Joan Wallis moved to authorize Joe O'Toole to hire an additional library clerk for up to \$20/hour. Marcia Bilancini seconded. Carried.

Budget: The draft of the budget for the Lyons Public Library's 2022-2023 fiscal year will be presented at the April 19th board meeting.

The meeting was adjourned at 9:05 p.m. The next meeting will be on April 19, 2022, at 6:30 p.m. in the library community room.

Respectfully submitted,
Joan Wallis