

May 17, 2022 Lyons Public Library Board of Trustees Monthly Meeting

Present: Gary Bennett, Marianne Stephan, Scott Bailey, Matt Owen, Marcia Bilancini, Chantel Bostic-Bullock, and Joe O'Toole. Joan Wallis was excused. The meeting began at 6:40 pm in the Lyons Public Library Community Room.

Motion: Marcia Bilancini moved to accept the April 2022 minutes. Matt Owen seconded. Carried.

Motion: With the addition of an Amazon bill for \$913.43, Marcia Bilancini moved to accept May bills. Scott Bailey seconded. Carried.

Director's Report:

Finances: Account balance were reviewed. There is \$195,131.73 in Operating Savings, \$47,340.62 in Capital Savings, \$10,546.40 in Operating Checking and \$2,743.04 in Payroll Checking.

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

Adult Programming: During the past month, this included: Mah Jongg, Cookie Decorating, Adult Sewing, Book Soup, Jewelry Making, Book Discussion and Book Art. Tech Time with Tabitha had 6 participants this month.

Youth Programming: Roar into Reading, Toddler Tales, Free Block Play, Teen Time, and Movie Day took place in May.

Staff Projects: Staff is currently weeding adult fiction. Medical equipment items have been cataloged, old, broken and unnecessary items have been discarded, surplus mobility equipment was donated to "Crutches for Africa" and surplus commodes were disassembled for scrap and taken by local business "Sanford and Son".

Meetings: These have included a SHPO Webinar, Digital Literacy Rochester meeting, New Director's Group meeting, and a Staff meeting.

Facility: The metal shelving in the lower level has been disassembled and donated to the Red Jacket Library.

Administration: Legal Notices for the annual meeting and library budget vote are being run eight times: four times each in the Times of Wayne County and the Finger Lakes Times.

Old Business:

Master Planning & Concept Development: The preliminary Master Plan draft has been received from Julia Marshall who has presented it to the Board and Staff.

United Day of Caring: The May 19th event (10am-2pm) is set to go. Joe has purchased annuals for the memorial garden and for other places on library grounds. The Friends of the Lyons Public Library has agreed to provide funding for the flowers.

Staff Update: Sharon Arthur, Account Clerk, has been employed part time since May 2nd. She is doing an excellent job.

7:35 p.m.-7:52 p.m.: Executive Session to discuss personnel issues.

Motion: Marcia Bilancini moved to authorize Director O'Toole to hire a Library Assistant to fill a vacant position at the rate of \$20 per hour, up to 30 hours per week. Scott Bailey seconded. Carried.

New Business:

Technology Purchase: Discussion held regarding the need to replace many of the library's computers.

Motion: Marcia Bilancini moved to authorize Director O'Toole to spend up to \$15,000 for replacement computers. Matt Owen seconded. Carried.

Annual Meeting: Tuesday, June 21st at 6:30 p.m. (to be followed by regular monthly Board meeting).

Budget Vote: Wednesday, June 22nd, from 12:00-8:00 p.m. at the library. Volunteers are needed to manage the polls.

The meeting was adjourned at 8:05 pm.

Next Board meeting: This will be on June 21, 2022 at 6:30 (after the Annual Meeting).

Respectfully submitted,
Marianne Stephan (for Joan Wallis)