



Lyons Public Library

**Lyons Public Library  
Board of Trustees Meeting  
July 19, 2022**

**Present:** Gary Bennett, Scott Bailey, Joan Wallis, Matt Owen, Joe O’Toole, Marianne Stephan, Marcia Bilancini. Chantel Bostic-Bullock was excused.

The meeting began at 6:42 in the Lyons Public Library Community Room.

**Motion:** Joan Wallis moved to approve the Annual Meeting minutes as well as the June minutes. Marcia Bilancini seconded. Carried.

**Director’s Report:**

**Budget Report:** QuickBooks is now online, and Sharon Arthur will run the first report for the library on Friday. Joe will send it to all board members. He suggested the board may want to move the Capital account to the Community Bank in the future.

**Library Cards:** There is an uptick in cards issued, mainly due to Sheila’s working with the elementary school in issuing cards for students.

**Staff Projects:** In addition to weeding books, career and testing manuals have been ordered. Three reader pens are available for circulation, and 3 new DVD Binge Boxes have been made.

**Meetings:** These include Small Libraries Summer Symposium in Canandaigua, a meeting with the Clyde Savannah director on children’s spaces and collections, and chatting with Sen. Pam Helming about the library.

**Facility:** The library was decorated by Tabitha Fosdick and staff for the “Oceans of Reading” summer reading program. Tabitha’s husband helped hand the giant octopus and jellyfish.

**Administration:** Staff evaluations will be completed this and next week. Brian Manktelow is giving the library a \$2,500 grant to purchase furniture and décor for the childrens’ area. Sean Dobbins is offering the library shelf space in the old hardware store to sell used books to benefit the library. Papito’s, Evolve, NorWin Campground and Dobbins Drugs will offer space for library events brochures and/or *BookPage* copies.

**Adult Programming:** Tech Time with Tabitha, Mah Jongg, Adult Sewing, Art classes, Altered Book crafts, and Cornell Co-op Fruit and Veggies classes continued this month.

**Youth Programming:** This is incorporated into the Summer Reading and Lyons School District programs.

**Staff Update:** Laura Pike has been working for the library on its summer partnership with Lyons School District. The library has 15 school programs planned throughout the summer

session. The library currently has a vacancy for a youth programmer, and Joe asked to be able to fill this position.

**Motion:** Scott Bailey moved to fill a current vacant library position. Marcia Bilancini seconded. Carried.

**Budget Vote:** Passed: 37 “Yes” votes; 2 “No” votes.

**Energy Supplier:** Through NYSEG, Joe is severing ties with alternative energy suppliers and third party agents. The library should be purchasing all of its energy through NYSEG by September or October.

**Memo of Agreement with Director:** After checking vacation accrual on the memo against vacation time granted by the board, the MOA will be signed at the next board meeting.

**Motion:** Marcia Bilancini moved to grant Joe O’Toole permanent status as Lyons Public Library Director as of July 25, 2022. Scott Bailey seconded. Carried.

**Five-year Plan:** This is due to be updated this year. Gary will check with Ron Kirsop to see what help is available through OWWL.

Marcia Bilancini moved to adjourn at 7:55 p.m. Matt Owen seconded. Carried.

**Next board meeting:** This will be on August 16, 2022 at 6:30 p.m.

Respectfully submitted,  
Joan Wallis