



Lyons Public Library

**Lyons Public Library
Board of Trustees Meeting
September 20, 2022**

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

Motion: Marianne Stephan moved to accept the August minutes. Chantel Bostic-Bullock seconded. Carried.

Budget Report: Sharon Arthur sent the board members a balance sheet as of August 31. There is \$6,485.34 in operating checking; \$91,485.22 in operating savings; \$3,149.14 in payroll checking; \$47,342.21 in capital savings; and \$83,728.54 in Community capital savings.

Building Check: In the past, Tom Sawtelle did a monthly check of the state of the building to catch any replacements to lights, leaks, potential problems with infrastructure, etc. Do we want to hire someone to reinstitute that process? Sheila and Joe have been gathering a list of handyman tasks and have contacted Dave Fox to address them in September.

Director's Report:

Staff: Besides weeding adult fiction, they are getting set up on the process of using Ingram, a new book distributor for the library.

Meetings: These included a New Directors meeting, an audit of library finances, Summer Reading Wrap-up, and Catalog training.

Facility: Steve Sapp has been fixing lighting problems in the Community Room and lower level.

Audit: The auditor, Tim O'Brien of Bonn, Diogardi & Ray, said he has never seen the library's accounts in better shape.

Programs/Events: The library participated in Lyons Central School District's Back-to-School Bash at both the elementary and middle/high schools. The library also will participate in Business After Hours at TROM's, Pumpkinpalooza and a Career Fair at the Wayne County Fairgrounds. Also, the library has hosted and presented 30 programs over the past month for adults, youth and family and in the community. The second graders will be visiting the library next week.

NYSEG: Are all third part contracts ended? Direct Energy told Sheila that their contract with the library had been renewed in March 2022 by Theresa. Gary asked for an update on the contract from Joe in two weeks.

Driveway easement: Gary signed the easement

Lexis Software update: No update yet for the legal software.

Building Master Plan: The board needs to be ready for the next round of grants in 2023.

Motion: Marcia Bilancini moved to create a building committee to move forward with and rework the basement meeting project. Chantel Bostic-Bullock seconded. Carried. The committee will consist of board members Chantel Bostic-Bullock, Joan Wallis, Gary Bennett and Joe O'Toole.

Changing Open Hours: The board requested a door count during the 5-8:30 p.m. hours for the month of September up to the board meeting in October.

Trimming Bushes: Joan Wallis moved to have Bovet Landscaping trim bushes front and back for up to \$300. Marcia Bilancini seconded. Carried.

Marcia Bilancini moved to adjourn at 7:33 p.m. Scott Bailey seconded. Carried.

Next board meeting: This will be on October 18, 2022 at 6:30 p.m..

Respectfully submitted,
Joan Wallis