



Lyons Public Library

**Lyons Public Library
Board of Trustees Meeting
March 21, 2023**

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

The meeting began at 6:36 p.m. in the Lyons Public Library Community Room.

Motion: Chantel Bostic-Bullock moved to accept the February minutes. Scott Bailey seconded. Carried.

Motion: Marianne Stephan moved to approve March bills. Chantel Bostic-Bullock seconded. Carried.

Financial Report: Previous to the meeting, Sharon Arthur sent the board members all current financial reports as well as notes and comments on the reports. The board discussed the year-to-date salaries and architect fees.

Director's Report: Furniture and books have been moved from the teen area and the stacks to make room for new seating areas. Westerns, science fiction, and fantasy books have been reshelfed into adult fiction. The architect visited to inspect the area for an elevator shaft and pipes and mechanicals for the old part of the building, as part of the proposed construction project. Code Enforcement has deemed the library in compliance for this year. Steve Sapp of S&K Electric and Dave Fox have made electrical repairs and P.A.T.I. Fire and Safety inspected the emergency lights, CO₂ detectors, and fire extinguishers. For the month of February attendance for library programs totaled 213. Twenty new cards were issued.

New York State Library Annual Report: This has been sent to OWWL for review. Also, the 2022 Economic Census Report to the U. S. Department of Commerce and the 2022 Survey of Occupational Injuries and Illnesses to the U.S. Department of Labor were submitted.

Youth Services Specialist: Destiny Fisher has attended training at OWWL for the summer reading program.

Sheila Koeberle: Sheila has accepted the Library Director's position at Palmyra Community Library, and her last day at the Lyons Public Library will be March 31.

Capital Fund: The board will have to determine how much of the Theresa Streb bequest will be allocated to the capital fund.

Pest Infestation Policy: Adding “cockroaches and other pests” in paragraph one was suggested, as well as changing all other references from “bed bugs” to “pests.”

Motion: Marianne Stephan moved to accept the Pest Infestation Policy with changes as noted above. Chantel Bostic-Bullock seconded. Carried.

Budget for 2023-2024: A timeline for the budget, beginning with a special board meeting on April 4 at 6:30 p.m. and ending with a public vote on May 17 from 11:00 a.m. until 7:00 p.m. was discussed. Surplus funds will be allocated in July to technology, operating expenses, and other possible categories.

Motion: Chantel Bostic-Bullock moved to approve the timeline for the budget. Marianne Stephan seconded. Carried.

FFRPL Grant: Lyons Public Library received a \$1,018.84 grant to be used only for materials not budgeted.

Sheila Koeberle’s resignation was read to the board.

The meeting adjourned at 7:55 p.m.

The next meeting will be on April 18, 2023, in the library community room.

Respectfully submitted,
Joan Wallis