



Lyons Public Library

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

The meeting was called to order at 6:36 p.m. in the community room.

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

Motion: Scott Bailey moved to approve October minutes, and Marianne Stephan seconded. Carried unanimously.

Motion: Scott Bailey moved to approve November bills. Marianne Stephan seconded. Carried.

Budget Report: The budget report was reviewed by the board.

Director's Report: The library received a \$300 grant from OWWL in recognition of its work in teen programming. The grant will further the library's efforts toward programs for teens.

In October the library offered 59 programs with 404 participants.

Telephone System: A new system was installed by Nextiva. Staff have been trained. The elevator phone has a separate phone and invoice and the library hasn't been billed lately. Joe O'Toole will investigate the invoice issue.

Parking Lot Light: The light attached to the ambulance building has not been on and the parking lot is dark after 5:00 p.m. Joan will contact Amy Shaffer about lighting up the area after dark.

LNB Loan Payment: The library has paid off the \$3,259.85 loan.

HVAC System: ISAAC heating has inspected the heating system. The estimate of Lagana Plumbing of \$29,500 for a new system and Isaac's \$7,000 to fix the coils was discussed. A suggestion was made to have a professional estimate on how long the system will last before deciding to repair or buy a new unit.

Signature Card: Sharon Arthur, the library bookkeeper, needs to be on the signature card for Lyons National Bank.

Motion: Leslie Shaw moved to change the signatories for Lyons National Bank to Sharon Arthur, Marianne Stephan, Gary Bennett and Joe O'Toole. Gary Bennett seconded. Carried.

Tax Levy: This was received in November for the amount of \$389,896.

Exempt Salary Adjustment: New York State has set the minimal salary for administrators and executives who cannot receive overtime payment and the minimal for 2023 and 2024 is above the director's salary for Lyons Public Library. The board went into executive session at 7:30 p.m. and ended executive session at 7:38 p.m. Gary will follow up with the county.

Scott Bailey moved to adjourn at 7:50 p.m. Marianne Stephan seconded. Carried.

The next meeting is on December 12, 2023 at 6:30 p.m. in the library community room.

Respectfully submitted,
Joan Wallis