



**Lyons Public Library
Board of Trustees Meeting
July 22, 2025**

The meeting was called to order at 6:35 p.m. in the lower level.

Present: Gary Bennett, Joan Wallis, Leslie Shaw, Kristina Braell, Mary J. LaGasse Tatem, John Hawman, Leisel Everdyke and Matt Owen (until 7:32)

Also present: Sharon Arthur

The meeting began at 6:35 p.m.

Sharon Arthur explained the financial reports to the board, then answered questions. She also explained that Geneva Public Library Treasurer Bernie Cornwell prepares financial reports, checks bank records monthly and attends board meetings.

Minutes Motion: Gary Bennett moved to approve the July minutes. John Hawman seconded. Carried unanimously.

Board Appointment: Gary Bennett moved to appoint Joan Wallis to a one-year term, ending June 30, 2026. Matt Owen seconded. Carried unanimously.

Bills Motion: Leslie Shaw moved to approve payment of July bills. Mary J. LaGasse Tatem seconded. Carried unanimously.

Budget Report: The board received the report prior to the meeting. Questions were answered during Sharon Arthur's presentation.

Director's Report: There are almost 100 enrolled in the summer reading program. Blades & Spades, the company mowing the library lawn, also does shoveling and salting during the winter season. Brandon Coons replaced lights and ceiling tiles. Alternative Technology and Security Solutions moved cameras and placed the security monitor behind the front desk. Ken Pullen returned Kristina's request for cost of wood and composite materials for porch repairs with a \$5,450 for composite and \$4,550 for wood. A leak near the main desk has caused ceiling tile damage. Finger Lakes Service Group has completed two roof repairs/ patches. Apparently both leaks are near roof drains. Although the drains are reasonably clear, the roofers think that the drains were overwhelmed with the amount of water coming down in such a short period of time. Cornell Cooperative education funds were cut by the federal government and will end in September, ending the food and nutrition education classes at the library.

Parking Lot Spaces: Gary will speak with Jim Brady about creating more parking spaces for library patrons.

Board Treasurer: Gary will offer Bernie Cornwell the position.

Ethics, Conflict of Interest and Whistleblower Statements: Signatures on all three are required of board members. Kristina sent all three to board members to sign.

Officers: A **motion** was made by Joan Wallis for the following slate of officers for the fiscal year:

President- Gary Bennett

Vice-president- Joan Wallis

Secretary- John Hawman

Gary Bennett seconded. Carried unanimously.

Official banks: A **motion** was made by Joan Wallis to make the following official banks of the Lyons Public Library: Lyons National Bank

Community Bank, N.A.

The motion was seconded by Gary Bennett. Carried unanimously.

Official media outlets: A **motion** was made by Joan Wallis to make the following the official media outlets for the Lyons Public Library:

The Finger Lakes Times

The Times of Wayne County

The motion was seconded by Gary Bennett. Carried unanimously.

Plumbing Leak: Kristina reported that during the water leak in the men's bathroom, the water main was not able to be shut off by staff, and had to be shut off by Halco.

Architect Proposal: The board discussed the proposal for architect services from Holmes, King, Kalquist & Associates. The cost is \$117,900.

Motion: Gary Bennett moved to accept the June 2025 proposal from Holmes, King Kalquist & Associates at a cost of \$117,900. Leslie Shaw seconded. Carried unanimously.

Director's Agreement: Kristina will clarify in August what the numbers determining vacation leave mean. This is tabled until the August 19th meeting.

Annual Staff Evaluations: Kristina will do these between now and the August meeting. She will send the board examples of staff evaluations.

By-Laws Changes: Due to the new Treasurer position, changes in the By-Laws will be made in August.

The meeting adjourned at 8:34 p.m. The next scheduled meeting will be August 19th at 6:30 p.m. at the library.

Respectfully submitted,
Joan Wallis