

Weedsport Free Library
Regular Board Meeting Minutes
Date: 12/20/2022

Present: Ted Ball, Wendy Bannister, Don Burdick, Bob Kelley, Sarah Pickering, Megan Quill, Paul Reichhart, Kimberly Springer, Samantha Black and Linda Quinn

Present via Zoom: Chris James, 2687 Bell St. Weedsport, NY 13166

Absent: None

-Meeting called to order by Wendy at 6:35 P.M.

-Secretaries Report: Sarah Pickering

*Motion to approve the November 2022 Board meeting minutes prepared by Wendy, made by Paul, 2nd by Bob, all in favor.

Public Expression: None

-Treasurer's Report: Megan Quill

*Budget Income Statement report –Revenues for the month of November were slightly higher from expectations. We continue to receive funds from Amazon Smiles as well as donations to honor the life of Eileen Cichello. Expenses were less than expected. Motion by Sarah, 2nd by Don, all in favor.

Director's report: Samantha Black

- Patron visits increased slightly from the prior month. Circulation & digital downloads were down comparing the prior month as well as year-over-year.
- Meeting room has been used throughout the month.
- One attended Senior Cinema, six attended book club, six attended the chair yoga, six attended the last dungeons & dragons for teens.
- Samantha attended FLLS Director's meeting and Falcons meeting.
- Samantha & Debbie attended the Polaris Vega training.
- Crystal completed the recorded Polaris LEAP training.
- Assemblyman John Lemondes is planning to attend the January Board meeting. He will be presenting a check for \$6,000 for Bullet Aide.
- The FingerLakes Library system will be providing the Library with \$2,000 to replace older books as part of the Weeding Incentive Grant.
- The Holiday baskets raised \$2,390. Funds are still being collected for the Tribute tree.
- Linda has announced her plans to retire in 2023.
- Samantha has announced her resignation as Director to pursue her graduate degree.

Children's Programs: Linda Quinn

- Baby/Toddler Story Time continued. There was an average of 6 kids attending.
- Eight attended the 4H Lego/Robotics event at Open House
- Six attended the Stories with Simcha.

Kimberly moved to accept the November 2022 Director's report, 2nd by Megan, all in favor.

Committees:

***Policy, Procedures, and Personnel:** Wendy Bannister, Chris James, Sarah Pickering, Kimberly Springer and Samantha Black

- The Wireless Internet Policy was reviewed. A motion was made by Ted, seconded by Paul, to approve the Wireless Internet Policy as written.
- Samantha requested everyone take the sexual harassment training and send her an e-mail that it had been completed.
- * At 6:45 P.M. a motion was made to go into Executive session to discuss the vacant personnel positions by Kimberly, seconded by Sarah.
- * At 6:55 P.M. Executive session ended, and the regular meeting resumed.

***Buildings and Grounds:** Ted Ball, Don Burdick, Paul Reichhart

- There were no updates on the HVAC rebate. Don continues to reach out to the vendor for updates.
- The 5-year plan was reviewed. No changes were suggested.

***Finance/Long Range Planning:** Wendy Bannister, Bob Kelley, Megan Quill, Samantha Black

- Wendy requested an estimate to have the whole parking lot redone for planning purposes. Applying a sealant each year helps to maintain the longevity of the driveway.

***Status of Board Members for 2023:**

- Megan and Sarah have completed their 1st term and both agreed to stay on for a second term.
- Bob has completed his 2nd term.
- Lorrie Bradtke will be joining the Board in 2023.

***Officers for 2023:**

- *Motion to approve Wendy Bannister, President; Chris James, Vice-President; Megan Quill, Treasurer; and Sarah Pickering, Secretary by Don, seconded by Kimberly, all in favor.

***Fundraising:** Bob Kelley

- Library apparel was available to order at the Weedsport Winter festival. The Board commented on the quality of the shirts. Samantha noted cash or check is accepted.

The next meeting is the Annual Meeting – Thursday, January 26th, 2023 at 6:00 P.M. followed by regular January meeting. Kimberly will look into either a fruit or veggie platter from Wegmans. Cookies were suggested. Wendy will bring water, plates and napkins.

At 7:35 P.M., Sarah moved to Adjourn, 2nd by Megan. All in favor.

Respectfully submitted by Sarah