

Weedsport Free Library
Regular Board Meeting Minutes
Date: 6/8/2023

Present: Ted Ball, Wendy Bannister, Don Burdick, Chris James, Sarah Pickering, Megan Quill, Paul Reichhart, Linda Quinn, Nicole Quinn and Crystal Batson

Absent: Lorrie Bradtke and Kimberly Springer

-Meeting called to order by Wendy at 6:30 P.M.

-Secretaries Report: Sarah Pickering

*Motion to approve the May 2023 Board meeting minutes by Megan, 2nd by Chris, all in favor.

Public Expression: None

-Treasurer's Report: Megan Quill

*Budget Income Statement report – Megan presented the activity for May 2023. Village funds of \$17,289 were received. \$384 was raised from the Geranium fundraising sale. Income from copier fees were high than normal mainly due to programs printed for the summer reading program. Other income represents funds received from the insurance company. Expenses were in line with expectations. Building repair line item represents the French drainage work. Wendy noted the school budget related to the library's funding request had passed on May 16th. The budget passed with 270 votes in favor of the funding request with a total of 354 votes in total.

*Motion was made to approve the Treasurer's report for the month of May 2023 by Don, 2nd by Sarah, all in favor.

Children's Programs: Crystal Batson

- Baby/Toddler Storytime was held on Thursday, May 4th with 7 children in attendance.
- A Mother's Day Take and Make Craft was made available for patrons.
- Manga Club was held on Thursday, May 18th with 1 in attendance. It was decided that at the next meeting, we would begin working on creating original characters for a manga.
- Lego Club was held on Thursday, May 25th with 20 in attendance.
- Crystal attended the virtual meeting of the Member Library Support Group on Tuesday, May 9th.
- Funding was received through the FLLS Family Literacy Mini-Grant to cover the cost of two Sensory Kits – one for in-library use and one available for patrons to borrow. All materials for both kits have been ordered and received.
- Class Visits began on Tuesday, May 30th and will be continuing through Thursday, June 15th. All classes will hear about the Summer Reading Program, listen to a read-aloud, and participate in a craft, scavenger hunt, or book discussion.
- Fun Beginnings 2 pre-school class came for a story time and craft session. 21 were in attendance.

Director's report: Linda Quinn

- Patron visits, Circulation, New Cards issued & Digital downloads were all up in comparison to the prior month and year-over-year.
 - Meeting room is being regularly used.
 - Senior Cinema on Tuesday 5/2 and featured the movie "Father Stu". 8 attended.
 - Book Club was held on Tuesday 5/9. 10 attended.
 - Linda attended the virtual Member Library Support Group Meeting on 5/9.
 - Linda attended the virtual Directors Meeting on 5/11.
 - Linda attended the virtual Falcons meeting on 5/18.
 - On May 20, the Girl Scouts 100th Anniversary Celebration was held at the library. Approx. 50 were in attendance.
 - A Friends meeting was held on 5/10 with 7 in attendance.
 - In May, June, Debbie and Nathan had virtual processing training sessions with Jenny from FLLS.
 - The library closed at 6:30pm on June 2nd for the Fireman's Field Day Parade.
 - The library will be receiving the funds as part of the KeyBank Foundation Grant.
 - 28 flags had been purchased for the Field of Honor 2023.
 - Four music performances have been scheduled for the summer Gazebo Gatherings.
 - The "Little Library" idea was discussed. The Board agreed to donate several books.
 - Nicole will begin the Director position starting June 20th.
 - Linda has posted a job opening for a library aide.
- *A motion was made to accept the Director's report, by Paul, 2nd by Ted, all in favor.

Committees:

***Policy, Procedures, and Personnel:** Wendy Bannister, Chris James, Sarah Pickering, Kimberly Springer and Linda Quinn

- Wendy confirmed two hours of training is required for all board members before the end of the year, 12/31/2023. Wendy will pass along the recorded version of a training she attended virtually.
- Library is closed June 19th for Juneteenth.
- Linda will work on developing a Lactation Accommodation policy. Policy will be e-mailed to the Board for review & approval.

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

- Lawn and grounds – about three quarters of the lawn and flower beds have been weeded and mulched.
- Linda has scheduled the inspect spraying.
- The contractor has completed work on the French drain.
- The contractor is scheduled to work on the gutters next month.
- Ted showed his progress on the Open/Closed sign.
- Gifted Hands contractor received the approved contract to repair the front entrance on May 1st. He is expected to begin work in the next couple of weeks.
- Linda & Wendy received information on the construction grant and have begun conversations with Sarah at FLLS.

***Finance/Long Range Planning:** Wendy Bannister, Chris James, Megan Quill, Linda Quinn
- None.

***Fundraising:** Wendy Bannister

- The Arby's benefit was held May 18th from 5pm – 8pm. The library received \$335.10.

- The Geranium sale was a success. The library received \$384.

Next meeting is September 14, 2023 at 6:30 PM.

At 7:10 P.M., Don moved to Adjourn, 2nd by Don. All in favor.

Respectfully submitted by Sarah