

Weedsport Free Library
Regular Board Meeting Minutes
Date: 5/11/2023

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

Absent: Lorrie Bradtke, Paul Reichhart and Kimberly Springer

-Meeting called to order by Wendy at 6:33 P.M.

-Secretaries Report: Sarah Pickering

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

Public Expression: None

-Treasurer's Report: Megan Quill

*Budget Income Statement report – Megan presented the activity for April 2023. In April, donations received in memory of Glenn Ball. Overall, budget to actual is on target. Wendy asked about the restricted funds balance. Voting for the school budget will be held Tuesday May 16th.

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

Director's report: Linda Quinn

- Patron visits were slightly down from last month but up from last year. Total circulation and digital downloads were down from the previous month and year.
- Meeting room is being regularly used.
- Senior Cinema on Tuesday 4/4 featured the movie "A Man Called Otto". (19 attended).
- Book Club was held on Tuesday 4/11 (7 attended).
- Linda attended the virtual Member Library Support Group Meeting on 4/11.
- Linda attended the virtual Directors Meeting on 4/13.
- National Library Week was April 23-29. This year's theme was "There's More to the Story". The Friends donated cookies that were available to all throughout the week. Bookmarks were also given out.
- On April 26, Derrick Pratt from Erie Canal Museum gave a talk on "The life and times of Dewitt Clinton". 9 attended.
- Linda has applied for multiple grants including the Rosen Grant, Family Literacy mini-grant and the KeyBank Foundation.
- Field of Honor 2023 is underway. With a \$5 donation, patrons can place a small American flag in the front lawn to honor veterans they have lost.
- Fireman's field day parade was discussed.

Children's Programs: Crystal Batson

- Baby/Toddler Storytime is continuing weekly with an attendance of 2-5 children per session.
- Take and Make Crafts were made available for toddlers.
- The movie Strange World was scheduled to be shown on Saturday, April 11th. No one attended.

- Weedsport Elementary School student artwork has been on display in the library since April 13th and will be on display through May 10th.
- The first meeting of Manga Club was held on Thursday, April 20th. Manga is a style of Japanese comic books and graphic novels. Manga Club is a discussion group with no assigned reading where teens ages 13-18 can come to talk about their favorite Mangas and related media and topics. There were 2 in attendance; they plan to return for future meetings.
- Lego Club was held on Thursday, April 27th with 15 in attendance.
- Crystal applied for the FLLS Family Literacy Mini-Grant. If approved, funding will cover the cost of two Sensory Kits – one for in-library use and one available for patrons to borrow.
- Crystal attended the virtual meeting of the Member Library Support Group on Tuesday, April 11th.
- Crystal continues collaborating with Aja Hahn, Weedsport Central School District Library Media Specialist, on programming for a May reading celebration/challenge, class visits, and promoting the summer reading program.

*A motion was made to accept the Director's report, by Don, 2nd by Sarah, 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.

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

- Weed and Feed has been applied to the lawn. A group of volunteers have been working on weeding and thinning out the flower beds. Mulch will be added once the flower beds are ready. Lori, Crystal, Ted, Paul, June Baker and others have been working on the flower beds.
- The contractor will spray for insects once the weather improves.
- Ted has volunteered to work on the open/close sign.
- New faucet for the men's bathroom has been ordered and will be installed when it arrives.
- Gifted Hands contractor received the approved contract to repair the front entrance. The estimated repair cost is expected to be around \$500.
- Due to the parking lot condition, three quotes were received to repair the center section including breaks, cracks and sinking spots. Quotes were presented and discussed. Based upon the meeting with the contractors, it was determined the French drainage system needed cleaning & repair. Also, the building has no existing gutters which has aided in the deterioration of the parking lot. Based on the quotes received, the committee recommended Chris Laurin from Ruston Paving. Wendy will contact FLLS to inquire if they expect another construction grant this coming Fall. In the meantime, it was agreed to move forward with repairs for the French drain and back gutter installation.

*After a motion was made by Don and seconded by Chris, Garrett Ranaglia was approved to repair the French drain noting the estimated cost to be \$1,100.

*After a motion was made by Don and seconded by Megan, Trevor Heath was approved to install gutters noting the estimated cost to be \$1,000.

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

***Fundraising:** Wendy Bannister

- The Arby's benefit will be held May 18th from 5pm – 8pm.
- The Geranium sale was a success. Next year, we will allow more time to place the orders.

Next meeting is June 8, 2023 at 6:30 PM.

At 7:25 P.M., Chris moved to Adjourn, 2nd by Don. All in favor.

Respectfully submitted by Sarah