

LIMA PUBLIC LIBRARY BOARD MEETING  
September 17, 2014

**PRESENT:**     **Trustees:** Shirley Caccamise, Chris Preston, Sandi Shusda, Sharon Neenan  
                  **Absent:** Linda Banfield  
                  **Librarian:** Cathy Allen  
                  **Town Board:** Bill Carey  
                  **Friends Group:** None

Meeting was called to order by President Shirley Caccamise at 7:00 pm.

**Minutes for July:** Motion by Sandi Shusda, seconded by Chris Preston to accept the minutes for July as read. Motion carried.

**Vouchers:** Vouchers 125-149 for July and 150-166 for August were submitted and approved.

**Friends Report:** Cathy reported that there will be flooring installed in the Book Barn. The Friends Group will pay half of the cost.

## **OLD BUSINESS**

-Steve Moore is having difficulty getting the correct size door for the back of the library.

-Cathy has received the final matching funds construction grant check for \$1,698.00.

-Cathy reported that she has completed the Annual Report Bookmark for 2013. She has also updated the annual Library Information Brochure and handed out copies to all the Library Board members and gave some to Bill Carey to distribute to all Town Board members.

-The annual summer patio concert with Eric Baker and the Boughton Hill Band, on August 15<sup>th</sup>, was a big success with 56 in attendance.

-The Activated Story Troupe contacted Cathy in August to inform her that Target retracted its grant and consequently they will not perform at the Library or the elementary school this year. Cathy contacted the school librarian and the principal to let them know.

-Service Master came in to clean the rugs over Labor Day weekend and did a great job, and matched the price previously paid to Warren's service. While they were there, Cathy asked them to clean the upholstered chair and now it looks like new. When they took up the mats they found several large stains indicating that the mats are worn out. Cathy will price new mats for the front entrance and by the circulation desk.

-Annette Schurr will not be back in October, but there are enough substitutes to fill in. Linda Hill may not return for the Saturday hours this fall, therefore all staff members will rotate Saturday hours and Libby Pearl will take Cheryl Bowers hours on Saturdays.

## **OLD BUSINESS (CONT)**

-Great Expectations Daycare used 3 of the 6 Rotary sponsored visits during the summer reading programs. Cathy is coordinating 3 more visits for the Universal PreK children this fall. Michelle is working to create a special program for this group.

## **NEW BUSINESS**

-Cathy reported that she met with Supervisor Yendell regarding snow removal for the library. He suggested that the library purchase their own snow blower. After much discussion, the Board of Trustees approve that the library will purchase a snow blower. Cathy will get quotes for this purchase.

-Senator Patrick Gallivan is awarding our library with another grant in the amount of \$2500. This brings the total of grants for the last 3 years to \$11,000 for technology purchases. Senator Gallivan visited the library on September 11<sup>th</sup> with his assistant Anne, for a meet/greet session. Pradeep Jangbari, Muffy Meisenzahl, and Shirley were also in attendance. Cathy outlined the planned purchases for this year, showed them a plate that will be displayed with each purchased item, handed out the annual Information Brochure, and answered questions about our library services and PLS. Cathy requested that a thank you note be sent to Senator Gallivan.

-Cathy is in the process of researching purchases with the technology grant money. She would like to purchase iPads, Chrome books, eReaders, a few tablets, and a 3-D printer.

-The "Fizz, Boom, READ" Summer Reading Program had 72 participants with 377 attending the 6 scheduled programs. Clara and Nathan Bradley won the 2 bicycles furnished by 5 Star Bank in Honeoye Falls. The "End of Summer Reading Party" had 55 children and 34 adults in attendance, as well as the new Vice President and Area Manager from 5 Star Bank, John Kotrides. Photos were submitted to the Pathfinder Newsletter.

-The first part of the summer reading grant funds, \$1533, has been received and the balance, \$170, will come later this year. Cathy requested that the total amount of \$1703 be transferred and rolled over into the 2015 budget for programming. Board approved of this request.

-Cathy reported that on August 19<sup>th</sup> there was a loud noise on the roof of the building. When she went to investigate she found 2 boys playing under the HVAC unit. She reported this to Supervisor Yendell who had the Town Crew come and install a gate at the back of the building. Much discussion followed regarding this situation.

-The handicap accessible front entrance doors needs a maintenance contract. There is a Bronze contract for 5 years costing \$390 annually and a Silver contract costing \$750. The Silver contract includes labor and travel for service calls during regular business hours.

-Cathy has submitted a grant application to PLS for an iPad for the Children's Room. There is a workshop in October that is required for the grant. Cathy will be attending. PLS has 10 devices to award this fall.

**NEW BUSINESS (CONT)**

-Roy Moses painted the round spoke windows, in the front of the building, during the summer to keep them preserved. Cathy also reported a broken patio light to Bob Hillman, who will give her an estimate, this fall, for replacement costs.

**MOTION**

Motion made by Chris Preston, seconded by Sandi Shusda to transfer the following monies:

<b>FROM</b>	<b>TO</b>	<b>REASON</b>	<b>Amount</b>
L2760 Grant	L7410.429 Programming	2015 Summer Reading Funds	\$1533.00
L2760 Grant	L7410.4C Material Grant	Back door	\$1698.00

Motion carried.

Discussion was held regarding cell phones being used in the library. The Board asked Cathy to post signs letting patrons know that cell phone usage is not allowed in the library.

Motion to adjourn at 8:55 pm.

Submitted by: Sharon Neenan

**Next meeting: November 19, 2014 at 7:00 p.m.**