

LIMA PUBLIC LIBRARY BOARD OF TRUSTEES MEETING
September 21, 2011

PRESENT: Trustees: Chris Preston, Shirley Caccamise, Sharon Neenan
Absent: Sandi Shusda, Linda Banfield
Librarian: Cathy Allen
Town Board: Bill Carey
Friends of the Library: Dinah Meyer

Meeting was called to order by Chairperson Shirley Caccamise at 7:00 p.m.

Minutes for July: Motion made by Chris Preston, 2nd by Sharon Neenan to approve the minutes of July 27, 2011 as read.

VOUCHERS: Vouchers numbered 150-174 for June and vouchers numbered 175-194 for August, have been submitted and approved for payment.

FRIENDS OF THE LIMA LIBRARY REPORT: Dinah reported that The Friends Group held a Book Sale, on September 17 and made \$185.00. They have purchased a book cart for \$60.00. They have two programs planned for the fall: September 29 – Hidden in Plain Sight: Slave Quilts and the Underground Railroad, and on October 29 – a Pumpkin Walk on the Presbyterian Lawn. They will kick off their Gingerbread House program on October 23 at the Town Hall. The Gingerbread House contest will be on December 4 from 1 to 4 pm. Dinah also reported that they have raised their dues from \$5.00 to \$12.00 a year.

OLD BUSINESS:

- The Advanced Workstation for Education (AWE) (trademarked as an Early Literacy Workstation) is still being researched by PLS for a group purchase later this year with member libraries. It seems enough libraries are interested so that a NYS contract price may be arranged.
- The end of Summer Reading Party had 62 attendees and was described as the best by parents and children. Doug Crego from Five Star Bank attended and remarked about the great turnout, the organization of the event, and what a wonderful job we are doing. Malaika Tunteke of Lima won the girls bike (which was her very first bike) and Nathan Bradley of Ionia won the boys bike. Both mothers commented how much their children love our library and what great programming our library does for summer reading. Chris and Sharon agreed on how wonderful the program was for the children. Board members thanked Cathy for all her time and effort.
- The movie night on August 11th was a success. Over 28 attended and everyone requested and voted to have a movie night on the 3rd Thursday of each month starting in October at 6:30 p.m. The sound system that Ken Samarra brought was so outstanding, that Cathy plans to look into purchasing one for the library by year-end. The cost for the system is under \$100 and Ken offered his help in finding the best buy.
- The final payment of \$518 from the Matching Funds Equipment Grant was received and deposited. This money was used to purchase tables and chairs.
- The second annual patio concert on August 26th with the Boughton Hill Band was a success with 46 in attendance. We will hold another one on December 16 at 7:00 p.m.

- Roy Moses worked with the Town crew to check the rain gutters and found no obstructions. Cathy is in the process of obtaining 3 overhang estimates for the front pavement of the library, for a matching funds grant in 2012. Cathy will check with Betsy at PLS.

NEW BUSINESS:

- The spreadsheet for the 2012 budget that was agreed upon at our July meeting was submitted to the Town for their workshop meeting. Town Supervisor, Pete Yendell, **commented** that the Town agreed to increase the cost of living to 2.5%, requiring him to recalculate wages and the fund balance. Handouts concerning this information are available from this meeting to acknowledge the Town's use of the Library's fund balance and the 2001 legislation from the Comptroller.
- Copies of the latest 2010 Trustee Handbook have been ordered for all Library Board members. We will need 8 copies and the cost is \$3.65 per copy.
- At the September PLS meeting, Cassie Guthrie announced that the subsidy for funding each library in the system would be cut from 50% to 25% in 2013. If costs remain the same, this will mean an additional 1 to 4 thousand dollars for OWWL member libraries. A task force is being organized to discuss, investigate, and recommend new financial models for service, to help eliminate the deficit to the system budget. A copy of this information was handed out to each trustee.
- The annual rug and mat cleaning was done over the Labor Day weekend. Cathy was not happy with the carpets and agreed to have Warrens return on Columbus weekend to spot clean the rugs. Cathy also had another carpet cleaning company come in with an estimate and to demo another type of carpet cleaning. Cathy reported that she was not impressed with the results. Cathy will check out the cost of 4 new mats to place under the computer stations. Roy is completing the painting of the outside front entrance doors and surrounding trim and eaves, along with the 3 round windows.
- Oil Painting, Sketching and Fiber Art/Craft Workshops have been announced and advertised for this fall, with many patrons signing up at the circulation desk. Monies for these programs will come from donated monies from local Lima merchants.
- PLS announced a new Outreach Minigrant for this year. The grant requires one library in each of 4 counties to work with a targeted community group to train and learn to use color Nooks. Cathy will apply for the grant as a Livingston County participant and has begun working with the Lima Senior Club. Completion of this project is in March of 2012 and allows our Library to keep the 3 Color Nooks used in the grant project. We would be able to use the Nooks to circulate to our patrons in 2012. Cathy has taken training on operation of the Nook.
- Robin Douglas has taken a full time position and resigned from the Library. Mary Fox, who has substituted for us, has been hired to take Robin's Tuesday and Saturday hours. Cathy followed all Civil Service procedures.
- In September Cathy will be attending classes at PLS to learn about eBooks, using Overdrive to download eBooks, and how to assist patrons with Overdrive. These classes will provide a good foundation for training our staff and those participating in the minigrant project.
- In October, Cathy will be attending classes at PLS to learn how to update our Library website.

- Virus updates have been done to all the library computers. Next year Cathy would like to purchase one staff computer and 1 or 2 patron computers. She will watch for sales from Dell.

MOTION

Motion made by Sharon Neenan, seconded by Chris Preston to transfer the following money to the following account. Motion carried.

L2760 (Grant) to	L7410.4D (Matching Fund Equip Grant)	\$518.00
------------------	--------------------------------------	----------

The Library Board of Trustees would like to invite Supervisor Yendell to a meeting to discuss the Fund Balance.

The Library Board of Trustees would also like to have copies of the Library budget monthly report. Town Board member Bill Carey will look into this.

Motion to adjourn at 8:25 p.m.

NEXT MEETING: November 17, 2011 at 7:00 p.m.