

Lisle Free Library
8998 NYS Rte. 79 PO Box 305
Lisle, NY 13797

Kimberly Barker, President
Richard Cicciarelli, Vice President
Kimberly S. Chidester, EA, Secretary/Treasurer (Appointed)

Trustees: Harriet Hand
Katharine Kittredge
Gary McCall
William Priscott
Amy Timmins

August 6, 2018 Regular Meeting
Present:

Trustees: All trustees present
Absent: None
Secretary/Treasurer: K. Chidester
Library Director: C. Douglas
Community attendees: Kay Diekow

The July 2018 meeting minutes were updated and presented and accepted by all trustees with no changes made. Rick made a motion to accept minutes and Katharine second. All trustees in favor.

Treasurer's report: The treasurer's report was read from the July 2018 meeting. A motion was made by Rick and second by Gary. All trustees were in favor and accepted. Bills paid from the Public account amounted to \$3489.97. Bills paid from the Private account amounted to \$7347.56. All trustees in favor. Previous year reports were a welcome addition to our monthly reports by the trustees.

Director's Report: The July 2018 Director's report was reviewed and discussed. A motion was made by Gary to accept the report as presented Rick second. All trustees were in favor and motion accepted. Key points made by Cher with open discussion of trustees: Summer Reading Program is well underway and consumes most all the time and attention in July. We are excited to hear Cher's agenda for the program. All trustees are hopeful that it is well attended. Cher noted staffing is necessary and is currently working diligently on interviewing potential candidates. Cher in her efforts in transparency, has uploaded our board meeting minutes from 2017 to present on the website to keep our patrons informed and updated on Library matters. Cher continues express a need for a policy outlining the handling the Library's History section. Much concern and discussion in this area is due to the delicate and unique collection that we house and our due diligence in the matter of keeping it safe and preserved properly for future use.

Old Business: Trustees approved the proposal submitted by Gary Ellis for the shelving and desk project. Gary will be restoring and re-using an old piece of furniture in this project which has struck both the patrons and trustees positively and have rallied behind this project with great support. The trustees approved Mr. Ellis quote of \$3000.00 for the shelving and desk project and \$5,000.00 for the children's section of book cases all

stained finished and installed. The trustees also voted to increase the quote by \$250.00 to cover the addition of a keyboard tray. Total approved \$ \$8,250.00. 50% of this amount \$4,125.00 will be paid to Mr. Ellis with the signed contract. Although Mr. Pogorzelski came in with a similar quotation of \$7700.00 key points were noted as Mr. Ellis plan placed the children's section farther back in the Library away from the front door area for safety with a little less square footage, however, the circulation desk area is larger. The utilization of an antique piece of the original library's furniture was a strong determining factor as well. According to our procurement policy the trustees accepted Mr. Ellis quote as the second quote submitted. Kim B made a motion to accept and Gary second. All trustees in favor. Kim B also made a motion to accept establishing a preserved Director desk with a keyboard tray not to exceed \$3250.00 as proposed by Gary Ellis. Rick second. All trustees in favor.

Committee Reports: Building & Grounds – Gary reports that Tessa is doing a fine job on the grounds maintenance of the Library. The lights are up on the front porch! Gary reports that parking lot striping is needed as well as need for a plumber concerning water leakage issues. Gary or Bill will try to reach out to Chris Abbatiello for availability and quotation. Gary will reach out to Greene's Ace Home Center for striping materials. At present it is not recommended to pre-buy our fuel oil as the tank is half full as presented by Roseanne at Blue Ox Energy. Trustees discussed contacting Roger Dunham about the pavement settling from last season to see what he can do or is willing to do to remedy the problem.

Bylaw Committee: None

New Business: Graphic novels are here. After they are shelved, the students will be asked to be present for the unveiling! Rick reports that computers will be purchased and will expedite a laptop. Rick will contact Kim C for payment arrangements. Kim B opened our safety deposit box at the NBT bank and found old deeds and important papers stored there. The key will be kept with Cher at the Library for future reference.

Correspondence: None

Public Expression: None

Meeting adjourned at 7:50PM

Our next meeting will be held on Monday evening at 7:00PM - September 4, 2018.

Kimberly S. Chidester, Secretary