

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: James Dunham  
Katharine Kittredge  
Gary McCall  
William Priscott  
Amy Timmins

October 7, 2019 - Regular Meeting - 6:30PM

Present:

**Trustees:** Kim Barker, Jim Dunham, Gary McCall, Amy Timmins, William Priscott, Katharine Kittredge, Rick Cicciarelli

**Absent:** None

**Secretary/Treasurer:** Kim Chidester

**Library Director:** Cher Douglas

**Community attendees:** Kay Diekow

**Secretary's report:** The September 2019 REVISED meeting minutes were read. Changes were noted with the correction of the current library hours of operation. These hours are M-F 11-6 and Sat 9-3 and remain in effect until further notice. Motion made by Rick C and second by Jim D. All trustees in favor and minutes accepted as revised.

**Treasurer's report:** The treasurer's report was read from the September 2019 meeting. A motion was made by Jim D and second by Rick C. All trustees were in favor and accepted. Bills paid from the Public account amounted to \$9,503.83. Bills paid from the Private account amounted to \$2718.79.

**Director's Report:** The September 2019 Director's report was reviewed and discussed. A motion was made by Kim B to accept the report as presented Gary M second. All trustees were in favor and motion accepted. Key points made with open discussion of trustees: Cher reported that she and the staff are planning a "Haunted week" from October 28-October 31. Cher will be attending (2) workshops: Fall Day of Learning and the Future of Libraries with discussion on strategic planning.

**Old Business:** None

**Committee Reports: Building & Grounds** – Gary reports that he will putting up the 'No Smoking' signs. Gary will also be cleaning the basement in the next day or so to get rid yet of more books and other unwanted items. Library drop box is in need of repair/replacing as well as the chair repair. Katharine will drop one of the chairs off to the vendor in Trumansburg first and as an alternate Paul's Chair repair in Endwell will be contacted. Gary will continue to prepare for our winter season by contacting snow removal contractor. Rick C. has mentioned his need to utilize an estimated of \$5K from

the Private account for technology purchases - (2) computers with software. Rick will notify Kim C when orders need to be placed and provide the necessary payment method. Discussion between trustees regarding our parking lot situation with our neighbors. Discussion concluded with the agreement to contract with a surveyor. Mr. Paul Koerts should his estimate is less than \$999 per our procurement policy. A motion was made by Kim B and second by Jim D. All trustees in favor. Efforts to provide “kindly reminders” “for library patrons only” will be displayed. If necessary, security cameras will be purchased to ensure compliance and safety.

**Bylaw Committee:** None

**New Business:** Cher addressed the board with the staff’s suggestion to host a “trunk or treat” event for Halloween. The trustees were all agreeable to pursue next year to allow for more preparation and staffing concerns. Discussion of 2020 budget commenced. Top topics include increases in staffing, summer reading program budget items and where to reduce the budget in other areas. Discussion will continue in Oct/November 2019 meeting. Kim B. will provide sexual harassment policy completion certificates to all trustees as soon as available.

**Correspondence:** None

**Public Expression:**

Meeting adjourned at 8:15PM

Our next meeting will be held on Monday evening at 6:30PM – October 28, 2019.

Kimberly S. Chidester, Secretary