

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

Kimberly Barker, President
Richard Cicciarelli, Vice President

Trustees: Kimberly Chidester
James Dunham
Katharine Kittredge
Gary McCall
William Priscott

December 6, 2021 - Regular Meeting - 6:30 PM – Hybrid (Live & ZOOM) Meeting

Present:

Trustees: Kim Chidester (via Zoom), Rick Cicciarelli, Jim Dunham, Gary McCall, William Priscott

Absent: Kim Barker, Katharine Kittredge

Library Director: Cher Douglas

Treasurer: Amy Beck

Community Attendees: none

Minutes: The November 2021 meeting minutes were reviewed. Jim D made a motion to accept and seconded by Gary M. All trustees in favor and minutes accepted; all in favor.

Treasurer's report: The Treasurer's reports for November 2021 were presented by Amy B.

- Key points: Payroll is in good standing for remainder of fiscal year; Electric, Telephone, Lending Media all projected to be over budget; Trust & Endowment quarterly deposits are less than expected.
- Jim D motioned to transfer \$100 from Supplies (Private Acct) to Supplies (Public Acct) and seconded by Gary M; all in favor.
- Jim D motioned to transfer \$700 from Cleaning (Private Acct) and \$750 from Secretary/Treasurer (Private Acct) all to Lending Media (Private Acct) and seconded by Kim C; all in favor.
- Jim D motioned to transfer fiduciary responsibilities from Kim C to Amy B with respect to managing the Trust & Endowment accounts and seconded by Rick C; all in favor.

Rick C made a motion to accept the Treasurer Reports and seconded by Gary M.; all in favor.

Director's Report: The October 2021 Director's report was presented by Cher D.

- Winter Programming participation is high for self-guided activities; however, overall participation is lower.
- Cher D participated in Collection-Based Protest training and as a result be proposing changes to some current policies and the adaptation of one new policy in the coming months. Staff training may be necessary.

Rick C made a motion to accept the report and seconded by Jim D; all in favor.

Committee Reports:

- **Building & Grounds**
 - Dropbox: Cher D presented proposal from Rapp's Signs for Book Drop Lettering. Gary M motioned to accept the proposal and seconded by Jim D; all in favor.

- Furnace: Front registers are not working. Gary M to contact technician to schedule service.
- **Technology**
 - Video Conferencing: Rick C continues to work on the necessary equipment for the conference room.
 - Circulation Desk Computer: Rick C continues to work on the installation of the new circulation desk desktop computer and monitor.
- **Budget**:
 - Budget Workshop to be scheduled later this month allowing time for Amy B to receive a response from the Trust & Endowment clarifying quarterly deposit amounts.
 - Cher D to contact Bloom about possible missing mail from Chemung

Correspondence: None

Public Expression: None

Meeting adjourned at 7:20PM

The next meeting will be held on Monday, January 3, 2022 at 6:30PM.

Cheridan C. Douglas, Director

Approved by Board of Trustees on 1/3/2022