

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

Kimberly Barker, President
Richard Ciccicarelli, Vice President

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

April 4, 2022 - Regular Meeting - 6:30 PM – Hybrid (Live & ZOOM) Meeting

Present:

Trustees: Kim Barker, Kim Chidester (via Zoom), Rick Ciccicarelli, Jim Dunham, Katharine Kittredge (via Zoom), William Priscott

Absent: Gary McCall

Library Director: Cher Douglas

Treasurer: Amy Beck

Community Attendees: none

Minutes: The minutes for March 2022 meeting were reviewed. Jim D made a motion to accept and seconded by Rick C; all in favor.

Treasurer's Report: The Treasurer's reports for March 2022 were presented by Amy Beck. Kim B made a motion to accept the Treasurer's report as presented and seconded by Jim D.; all in favor. Per Amy B and Cher D suggestion, Board approved the addition of a bookkeeping summary to be included in future Treasurer's reports.

Director's Report: The Director's report for March 2022 was presented by Cher D. Jim D made a motion to accept and seconded by Rick C; all in favor.

Committee Reports:

○ **Building & Grounds:**

- Fuel Oil: Current fuel oil contract expired on 4/1/2022. Amy B and Cher D met on Monday (4/4) and electronically submitted the 2022 – 2023 PreBuy Fuel Oil contract. 961 gallons were purchased at \$4.749/gallon. With our \$880.80 surplus, the total PreBuy purchase was \$3,682.99.
- Electricity Bill: Amy B noted in her Treasurer's report that the NYSEG bill has been higher this year. The Board requested that Amy B look into previous years' billing history.
- Plowing, Sidewalk Cleaning: Jim D continued investigating alternative arrangements for plowing and shoveling for next season.
- Building Cleaning: Jim D began cleaning duties in March and has invested about 10 hours deep cleaning the floors. Cher D will instruct the staff to clean the circulation desk area and other routine cleaning tasks. Jim D requested that the Board look into purchasing a better vacuum.
- Parking Lot Maintenance: Discussion tabled until Gary M present. Jim D offered to help with re-installing parking space bumpers ripped up by the snowplow.

- **Technology:**
 - Video Conferencing: No update at this time.
 - Circulation Desk Computer: Rick C stated that the new circulation desk computer is currently installing updates and only requires the installation of WorkFlows and a Microsoft Office Suite before being set-up for staff use.
- **Administration:**
 - Automation Fee Method Vote: Kim B made a motion to vote for “Option #1: Enter into another 3 year contract with established automation fees for 2023, 2024, and 2025” and seconded by Katharine K and Kim C; all ayes.
 - Historical Society: Jim D will be hosting a general interest meeting at the Library on Monday, 4/25/22 @ 7pm.
 - Insurance: Jim D received a new quote from Tri-Town Insurance for less than half the cost of our current policy. Board requested a direct comparison worksheet to be prepared by Tri-Town.
- **Policy:**
 - Jim D motioned to accept the “Collection Development” policy as written and seconded by Rick C; all ayes.
 - Cher D stated that an updated “Patron Code of Conduct” and “Meeting Room” policies were forthcoming.

Correspondence: None

Public Expression: None

Meeting adjourned at 7:55PM

The next meeting will be held on Monday, May 2, 2022 at 6:30PM.

Cheridan C. Douglas, Director

Board Approved on 5/2/2022